AIS Manual 25-L26-AHO-ZZZ-EM
1 June 1997

Automated Information Systems Manual

Standard Army Maintenance

System Level 2 (SAMS-2)

L26-10-00

END USER MANUAL

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REVISION HIGHLIGHTS

1. The Standard Army Maintenance System Level 1 and 2 (SAMS-1/2) was fielded in the 1980s. The hardware used for the SAMS application was the Tactical Army Combat Service Support Computer System (TACCS), and the operating system employed by the TACCS was the Burroughs B20 Operating System (BTOS). While SAMS-1/2 have supported the Army during the past ten years, the cost of maintaining the outdated hardware and the advanced technology of new and faster personal computers mandated the need for their replacement.

2. SAMS REHOST replaces the current SAMS TACCS hardware with state of the art Pentium equipped desktop and notebook computers. The operating system employed by the REHOST hardware is DOS/Windows NT (New Technology) version 4.0. The current SAMS software has been ported to the new host hardware. It retains all of the functionality of the current SAMS application L26-09-03.

3. AIS Manual 25-L26-AHO-ZZZ-EM, dated 1 June 1997 includes the changes contained in Software Change Package (SCP) L26-10-00. It is to be used by operators of the new Pentium equipped SAMS/REHOST system.

4. Highlights of SCP-10-00 are summarized below:

a. General.

(1) Some differences exist between the TACCS keyboard and the keyboard used with the REHOST system. The following table maps the keyboard changes.

TACCS Keyboard	REHOST Keyboard
Cancel	Esc
Go	Ctrl-F1
Finish	Ctrl-F4
Help	Ctrl-F2
Code-Finish	Alt-F4
Next Page	Page Down
Prev Page	Page Up
Scroll Up	End
Scroll Down	Home
Left Arrow	Left Arrow
Right Arrow	Right Arrow
Up Arrow	Up Arrow
Down Arrow	Down Arrow
Return	Enter
Tab	Tab
Copy	Ctrl-F7
Move	Ctrl-F8
Function Keys F1 thru F10	Function Keys F1 thru F10
Over Type	Insert
TACCS Keyboard Cont'd.	REHOST Keyboard Cont'd.
Delete	Delete

Mark	Ctrl-F5
Bound	Ctrl-F6
Code	Ctrl-X
Print Screen	
Code Copy	Ctrl-Alt-P
Action Copy	

(2) The Condensed Print process has been deleted. To produce condensed print (8 1/2 by 11 inch) reports or screen prints set Lexmark printer pitch to 17 on the Printer Control Panel (See Appendix H).

b. Section 3. Access To The System.

(1) The equipment familiarization paragraph include the new REHOST hardware components i.e., a 104 key windows keyboard, a mouse, floppy disk, tape, and CD-ROM drives.

(2) The way to print a screen has changed. Pressing the [Ctrl + Alt + P] keys will produce a print of the screen.

(3) The procedures to power up and Logon to the system have changed. Access to the SAMS application is obtained through Windows NT.

c. Section 4. Processing Reference Guide. - SAMS-2 Master Menu has been changed as follows.

(1) Delete “Set TACCS Config” from the Master menu.

(2) Delete “Ad Hoc Form Generator ” from the Inquiry menu.

(3) Delete “Print User Log” and “Set Printer Mode” from the File Utilities menu.

(4) Communications Activity - the MAP processes have been deleted.

(5) Computer System Status - The Partition Status and Baseline Status process have been eliminated. These processes are no longer required. Spooler Status has been renamed Printer Status.

d. Section 10. File Utilities.

(1) The SAMS Backup and Restore files processes use the Backup and Restore utilities contained in the Windows NT software.

(2) Spooler Status has been renamed Printer Status. In addition, control of the printer uses the Print Manager contained in Windows NT.

(3) The Logout process now contains instructions on the proper procedure to shutdown Windows NT.

(4) The Set Print Mode process has been eliminated. The capability is still available. Setting the Pitch on the Printer Control Panel of the Lexmark printer to 17 will produce print sized for 8 1/2 by 11 inch paper.

e. Section 11. Communications Activity.

(1) The MAP communications processes have been eliminated.

(2) The BLAST processes that were contained in TACCS/BTOS version 8.4.4 have been replaced by DOS/BLAST version 10.0.1. In addition, the communication menu has been reorganized. The primary selection are BLAST Point-to-Point, BLAST Concentrator and CAISI BLAST.

f. Appendix B. Codes. - A new Demilitarization Code (DEMIL CD) section (B-6) has been added.

g. Appendix C. Outputs. - The Baseline Version Report (PCN AHO-016) has been eliminated.

h. Appendix D. Error Messages. - Window NT error messages are to be referred to the USAISSDCL CAO, DSN 687-1051or 804-734-1051.

i. Appendix F. Senior Operator's Guide. - Step by step system load instructions are contained in the appendix.

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This automated information systems manual supersedes AIS Manual 25-L26-AHO-BUR-EM, 30 June 1994

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SECTION 1. GENERAL

1.1 Purpose of the End User Manual. The objective of the End User Manual for the Standard Army Maintenance System, Level 2 (SAMS-2) is to provide the end user with the information necessary to use the system effectively. This End User Manual is to be used with the Standard Maintenance System Level 2 (SMS-2) operating on Pentium equipped personal computers. The functionality of the application described in this manual is consistent with SAMS/TACCS L26-09-03.

1.2 Purpose of the System.

a. SAMS-2 is part of the Standard Army Maintenance System (SAMS), an automated maintenance management system. SAMS replaces the Maintenance Reporting and Management (MRM) System, the Maintenance Activity Management System (MAMS), and all unique maintenance management systems presently in use.

b. SAMS-2 is used at the main support battalion (MSB), the forward support battalion (FSB) in the division, and by the materiel officer of functional maintenance battalions and support groups in the corps and echelons above corps (EAC). It is also used at the materiel management center (MMC) and in the division support command (DISCOM), corps support command (COSCOM), and theater Army area command (TAACOM).

c. SAMS-2 is used by the field commands to collect and store equipment performance and maintenance operations data. This data is used to determine guidance given to their subordinate maintenance units.

d. SAMS-2:

(1) Standardizes SAMS-2 level maintenance systems throughout the Army.

(2) Simplifies and standardizes the collection and use of maintenance data.

(3) Provides timely and accurate data to the wholesale level.

(4) Improves readiness management by using equipment status and asset data.

(5) Raises the quality and accuracy of performance, cost, backlog, and parts data through improved maintenance management.

(6) Speeds the flow of data by using an automated communications capability.

1.3 References.

a. Proponent: Department of the Army, Deputy Chief of Staff for Logistics (DCSLOG).

b. Project directive: DA Letter, LOG-LDSDO, 11 May 1971, subject: Standard Army Maintenance and Reporting Management System (SAMRMS), File: AGDA-A(M).

c. Hardware documentation: This information is provided in the manufacturer's manuals distributed with each hardware unit.

d. Related publications:

(1) AR 700-138 Army Logistics Readiness and Sustainability.

(2) AR 710-2 Supply Policy Below the Wholesale Level.

(3) DA Pam 710-2-1 Using Unit Supply Systems Manual Procedures.

(4) DA Pam 710-2-2 Supply Support Activity Supply Systems Manual Procedures.

(5) DA Pam 738-750 Functional Users Manual for The Army Maintenance Management System (TAMMS).

(6) AR 750-1 Army Materiel Maintenance Policy and Retail Maintenance Operations.

(7) DA Pam 750-35 Functional Users Guide for Motor Pool Operations.

e. Changes to this manual: Send changes on DA Form 2028-2 through command channels to Commander, U.S. Army Information Systems Software Development Center - Lee, ATTN: ASQB-ILS-A, Fort Lee, VA 23801-6065. A sample copy of DA Form 2028-2 is in appendix G.

1.4 Terms and Abbreviations. See appendix A of this manual.

1.5 Security. Commanders are responsible for the secure operation of SAMS-2 sites. This includes stored data, hardware, and software.

SECTION 2. SYSTEM SUMMARY

2.1 Overview. The Standard Army Maintenance System, Level 2 (SAMS-2) is part of the Standard Army Maintenance System (SAMS). SAMS automates maintenance documentation and information gathering and transmittal. SAMS-2 is used at the maintenance program operations management level whose mission is to provide detailed program guidance.

2.1.1 Application Summary.

a. SAMS consists of three levels of management:

(1) SAMS-1 is used at the direct support (DS) maintenance company found in the separate brigade, division, corps, and echelons above corps (EAC); and the general support (GS) maintenance company at EAC.

(2) SAMS-2 is used at the forward support battalion (FSB), main support battalion (MSB), and material management center (MMC) of the division and separate brigade; and the maintenance battalions, support groups, and MMCs of the corps support command (COSCOM) and theater Army area command (TAACOM).

(3) SAMS-I/TDA is used at the Installation maintenance activity level.

b. SAMS management levels are shown in figure 2.1-1.

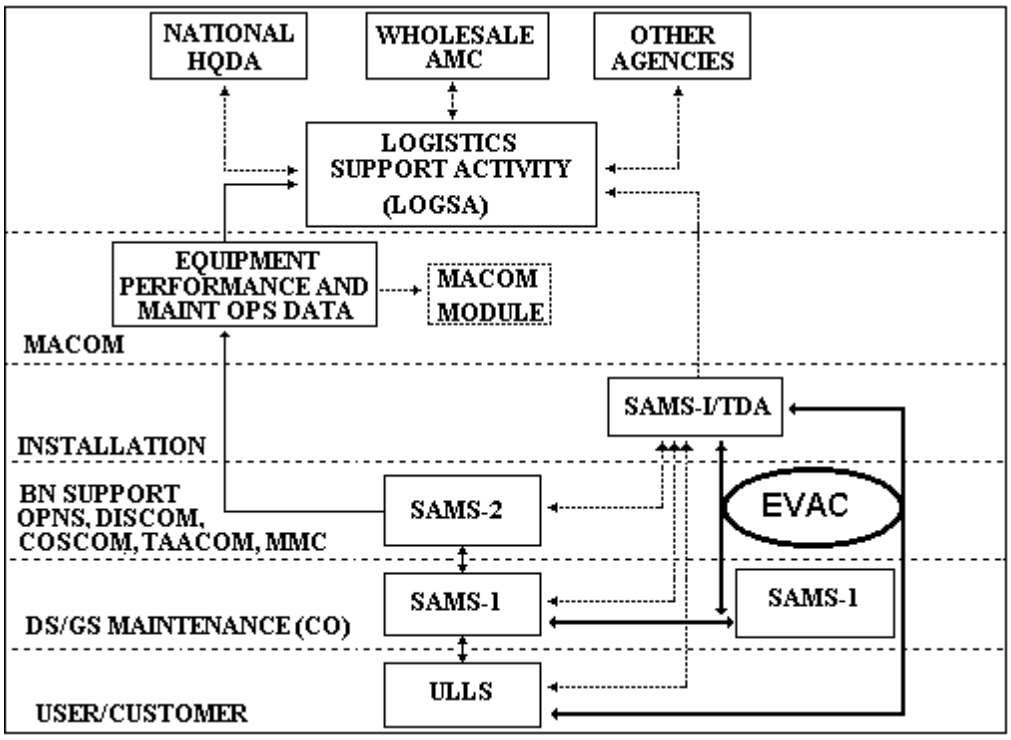


Figure 2.1-1 Sams Levels of Management in the Army Structure.

c. Only the information necessary for effective management or reporting requirements is entered into the files at a given management level. The information is provided by diskette or data

communications (comm) to each successive management level as required. Each management level has in its data base the data necessary to exercise its primary responsibility. There are two general types of data flowing through the system:

(1) Inop/Army Materiel Status System (AMSS) data (MCS reportable and maintenance significant items NMC).

(2) DS/GS shop operations work order data.

d. SAMS-2 operates on a personal computer (PC). It processes maintenance information required to support management control of workload, manpower, and supply. SAMS-2 capabilities assist both maintenance and readiness management.

(1) Maintenance management: SAMS-2 provides the capability of controlling and coordinating maintenance workload functions to optimize resource utilization.

(2) Readiness management: SAMS-2 provides the capability of monitoring equipment non mission capable status and controlling and coordinating maintenance actions and repair parts utilization to maximize equipment availability.

e. SAMS-2 receives and processes maintenance data to meet information requirements of the manager and to fulfill reporting requirements to customers, higher SAMS-2 sites, and the wholesale maintenance level. Data can be accessed instantly to fulfill management's needs in controlling, coordinating, reporting, analysis, and review. SAMS-2 also:

(1) Maintains equipment status by Line Item Number (LIN) and unit within the command.

(2) Maintains a record of critical repair parts and maintenance problem areas.

(3) Provides visibility of backlog and planned repair requirements.

(4) Provides maintenance performance and cost evaluation tools.

(5) Provides a simplified, standard, automated equipment readiness reporting process as part of AMSS.

(6) Provides a Serial Number Tracking (SNT) capability to track critical high dollar value serial numbered components of designated end items.

(7) Accumulates Operational Readiness Float (ORF) demand data, maintains ORF asset balances, and computes ORF requisitioning objective (RO).

(8) Provides a Manpower Utilization capability that accounts for direct, indirect, and nonproductive labor and computes utilization percentages.

(9) Provides a data communications capability to rapidly transmit data between interfacing systems.

f. SAMS-2 interfaces with other standard Army management information systems. They are:

(1) Standard Army Maintenance System Level 1 (SAMS-1).

(2) Standard Army Maintenance System Level 2 (SAMS-2).

(3) Unit Level Logistics System (ULLS).

(4) Standard Army Maintenance System-Installation/Table of Distribution and Allowances (SAMS-I/TDA).

g. SAMS has two types of automated data communications (comm) capabilities: Blocked Asynchronous Protocol (BLAST) and Combat Service Support Automated Information System (CAISI). BLAST communication can be achieved through a concentrator or in a point to point mode. Each of the comm capabilities are included in the SAMS-2 Master Menu as the Communication functions (section 11). An additional communication capability Transmission Control Protocol/Internet Protocol (TCP/IP) is being developed for a future System Change Package (SCP).

h. Automated data exchange can be performed by diskette or comm. Figure 2.1-2 shows the type of data SAMS-2 exchanges with other standard systems.

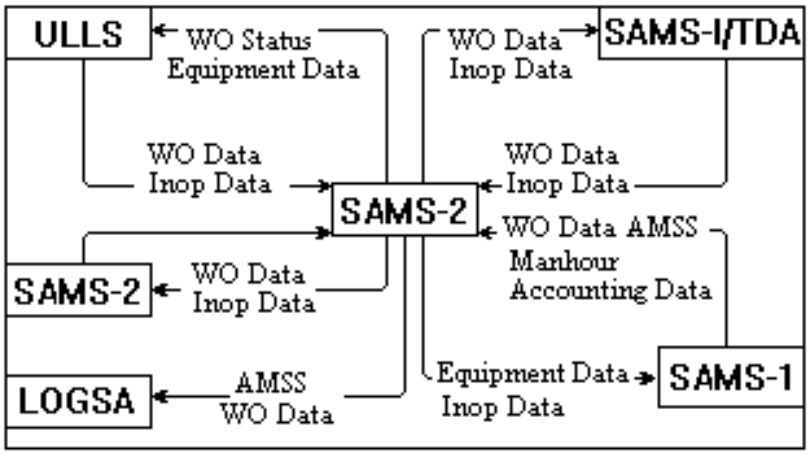


Figure 2.1-2 SAMS-2 Interfaces

i. Input: SAMS-2 receives data by diskette or comm from SAMS-1, ULLS, SAMS-I/TDA, and other SAMS-2. When necessary, inop data can be received in hard copy from the unit and entered manually via the keyboard.

j. Output:

(1) SAMS-2 sends diskette or comm output data to LOGSA, SAMS-1, ULLS, SAMS-I/TDA, and other SAMS-2.

(2) SAMS-2 has an Ad Hoc Inquiry capability which can extract information from most SAMS-2 file. Form generator is no longer supported. The only forms shown in Ad Hoc are those that are preformatted.

(3) SAMS-2 has 43 hard copy outputs; each is identified by a Product Control Number (PCN). Of these, 36 are reports requested in the Reports Activity; the remainders are produced in other activities. (See appendix C for details of hard copy outputs.)

(4) SAMS-2 provides the following types of reports:

(a) Reportable Items.

(b) Completed Work Order.

(c) Workload.

(d) Work Order Parts.

(e) Maintenance Performance.

(f) Maintenance Cost.

(g) Operational Readiness Float.

(h) Manhour Accounting.

k. Figure 2.1-3 is a general system flowchart of SAMS-2. Holding files, parameter files, error correction files, and ULLS exceptions are not shown. Section 8 contains a detailed data flowchart of the Input Output Activity. Section 4 contains an explanation of the flowcharting symbols used throughout the manual.

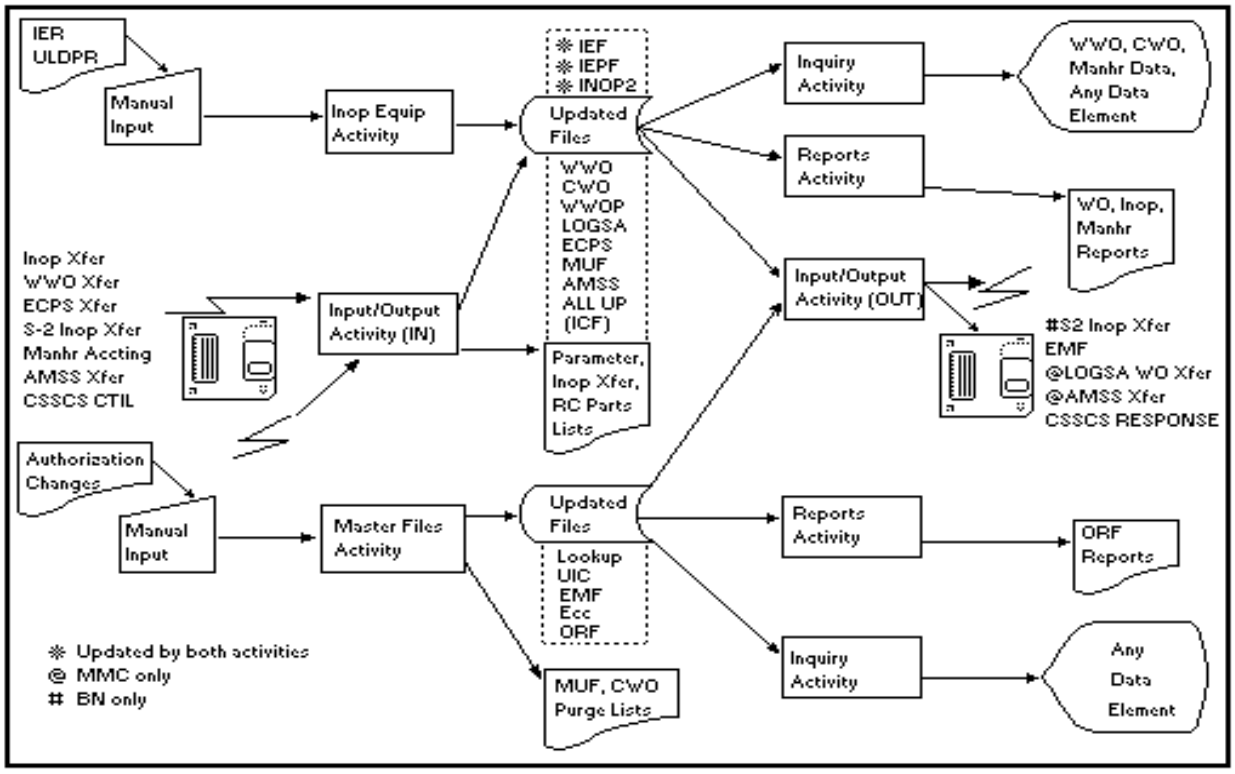


Figure 2.1-3 General System Flowchart

2.1.2 Performance. SAMS-2 is an interactive, data processing, information providing system. Data is received on diskette or by data comm, and files are updated automatically. Information is on line and available for instant query. However, some processes can be time consuming when a large volume of data is processed.

2.1.3 Controls. SAMS-2 provides supervisory control of the system with passwords and user identification names. Appendix F contains procedures for setting security on the SAMS-2 system.

2.2 System Environment. SAMS-2 is designed to operate on a off-the-shelf personal computer (PC) equipped with a Pentium chip. The operating system software is the Microsoft Windows NT operating system.

2.2.1 Hardware Required. The hardware that is standard for SAMS systems is the V2. This configuration consists of a master workstation and a remote workstation. In special situations more than one remote may be authorized, and some applications may require more than one printer.

2.2.2 Software Required. The software required is the current SAMS-2 application software. The operating system software is included in the SAMS-2 package. The software is identified by the baseline version number. The current application is L26-09-01 using TACCS hardware.

2.3 Contingencies and Alternate Modes of Operation. There are no different modes of operation in peacetime, wartime, or conditions of alert. Continuity of Operations (COOP) procedures are contained in appendix F. "Go To War" requirements are found in appendix I.
2.4 Assistance and Problem Reporting.

a. Operator assistance: Contact the senior operator, CSSAMO, or other technical support office for help.

b. Customer assistance: In addition to the SAMS-2 Team at the U.S. Army Information Systems
Software Development Center-Lee, Fort Lee, Virginia, major commands have established customer assistance offices within their geographical area. See figure 2.4-1.

CUSTOMER ASSISTANCE

USAISSDCL CAO (24-hour assistance): DSN 687-1051 OR 804-734-1051
USAISSDCL CAO (E-Mail address) : CAO@LEE-DNS2.ARMY.MIL

DCL SAMS: DSN 687-1051 OR 804-734-1051

FORSCOM SAMS: DSN 367-6755 OR 404-669-5755

USAREUR SAMS: ETS & DSN 379-9827/9831

USARPAC SAMS: DSN 438-8051 OR 808-438-8651

IC LOG Korea: (mil) 768-8147

Army National Guard: DSN 327-9429/9426 OR 703-607-9429/9426

SAMS Software (SCP), Manual and Bulletin: DSN 687-1051 OR 804-734-1051

SAMS-1/SAMS-2 DDN Address: SMITHJ1@LEE-DNS2.ARMY.MIL
DUGANB@LEE-DNS2.ARMY.MIL
JONESE1@LEE-DNS2.ARMY.MIL

Figure 2.4-1 Customer Assistance Offices

c. Change procedures: Submit recommended changes to the automated procedures on DA Form 5005-R, Engineering Change Proposal - Software (ECP-S). Appendix G contains a sample copy of DA Form 5005-R and instructions for completing it. SAMS-2 contains an automated method of submitting
Engineering Change Proposals (section 8). This is an alternative to using DA Form 5005-R.

d. Sample SOP: Appendix E contains a sample SOP for using SAMS in a division. It is provided for assistance in developing a tailor made SOP.

SECTION 3. ACCESS TO THE SYSTEM

3.1 First-Time Use of the System. SAMS-2 operates on commercial off-the-shelf computers equipped with Pentium chips and the Microsoft Windows NT operating system.

3.1.1 Equipment Familiarization.

a. The standard version of the SAMS system is the V-2 configuration. It consists of a master server/workstation and one remote workstation. The components consist of the following:

(1) Master Server/Workstation - A 166 MHz Pentium chip mini tower CPU with 64 MB RAM, 4 GB Hard Disk, 15-Inch NonInterlaced SVGA monitor, and an internal 28.8 kbps modem. The CPU will be equipped with 3 PCI, 3 ISA and 1 PCI/ISA combo slots for network connections. It has 3 ports, one 9 pin and one 25 pin serial port and one 25 pin parallel port. Removable storage devices consist of a 3.5-Inch and a 5.25-Inch floppy disk drive, a 4x CD-ROM drive and a 4-8 GB 4mm DAT tape drive. Data entry is by a 104 key keyboard and a serial port type mouse.

(2) Remote workstation - A 100 MHz Pentium chip notebook CPU with 40 MB RAM, 810 MB Hard Disk, 11.3-Inch Color Dual Scan display, an 82 key keyboard, an internal pointing device, and two PCMCIA slots for a LAN and a modem. Removable storage devices consist of an internal 6x CD-ROM drive, and an external 3.5-Inch floppy disk drive. The remote workstation will be augmented, for garrison operations, with a 15-Inch SVGA monitor, an external mouse and a 104 key keyboard.

(3) A wide carriage 24 pin dot Matrix printer.

(4) A 12 port mini-hub.

(5) A backup UPS (Uninterruptible Power Source).

b. The two computers (server and remote) form a Local Area Network (LAN). The server is the central computer, responsible for managing the LAN. In addition to managing the LAN, the server is a workstation. In special situations, additional workstations can be connected to the LAN. The printer is located in the vicinity of the server. It supports both the server and the remote. In some applications, more than one printer may be authorized. This manual addresses only the V2 configuration (Server and One remote).

c. The SAMS-2 system has the capability to transfer data by diskettes or communications. It uses diskettes and/or tape cartridges to back up and restore data.

d. Hardware information is available in Appendix H and the manufacturer's manuals distributed with each hardware component.

3.1.1.1 Turning the system On/Off.

CAUTION

Before turning any of the system components on, make sure that all voltages selection switches reflect the power source being used. Also set the system up in a way that lets air pass freely in and around all components. Do Not place containers holding liquids on any component.

a. To turn on (power up) the system:

(1) Consult the owner's manual to locate the power switch for the server. Turn the power switch ON.

(2) Consult the owner's manual to locate the power switch for the monitor. Turn the power switch ON.

(3) Consult the owner's manual to locate the power switch for the printer. Turn the power switch ON.

b. To turn off (power down) the system:

(1) Turn off the printer power switch.

(2) Turn off the monitor power switch.

(3) Turn off server power switch.

NOTE: The notebook workstation can be turned on or off independently of the server. However, the server (PC) must be operational in order for the notebook to be able to perform the SAMS application.

3.1.1.2 Visual Display Screen. The Monitor is a visual display screen for the keyboard entries, system messages, and other data. The SAMS system monitor is a high resolution 15-inch non-interlaced super video graphics array (SVGA) monitor.

a. The monitor requires its own power supply. It is also connected to the server by a data cable.

b. Consult the manufacturer's manual for the location of the monitor controls.

3.1.1.3 Keyboard. The system is equipped with a 104 key keyboard (fig. 3.1-1). The keys are explained in the next five groups:

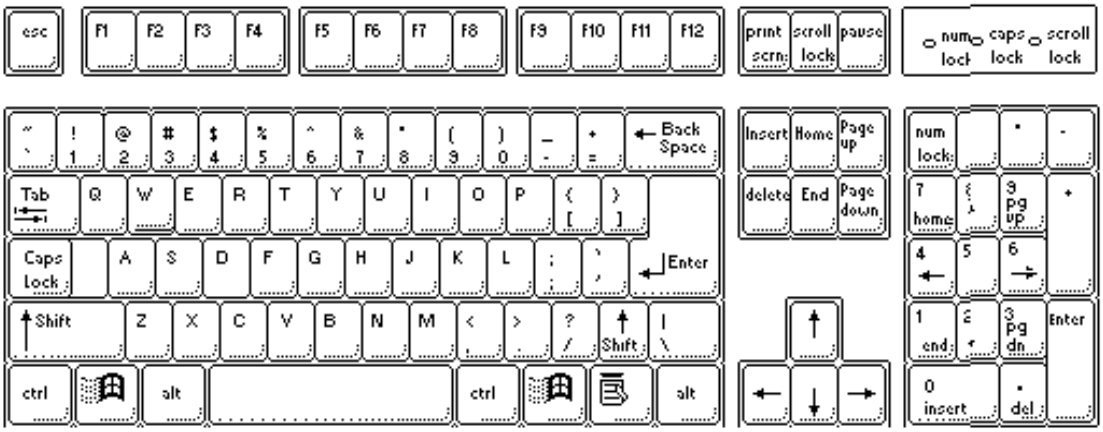


Figure 3.1-1. Keyboard

a. Typewriter keys.

b. Function keys.

c. Control and Display keys.

d. Cursor keys.

e. Number keys

3.1.1.3.1 Typewriter Keys.

a. The keyboard has a standard set of typewriter keys (fig. 3.1-2). Use these keys to enter data and instructions into the computer.

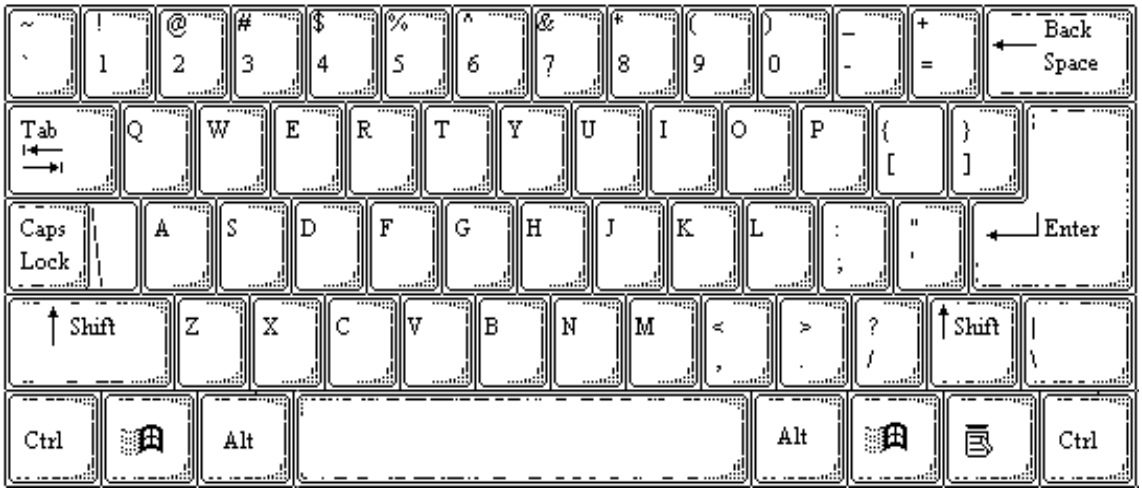


Figure 3.1-2. Typewriter Keys

b. Functions of some important typewriter keys are:

(1) The [Shift] key changes the letters from lowercase to uppercase (capitals). It is also used to enter the symbols above the numbers. For example, the % symbol is above the number 5 on the same key.

(2) The [Tab] key moves the cursor forward between fields.

(3) The [Shift] and [Tab] keys move the cursor backwards between fields.

(4) The [Caps Lock] key locks all alphabet keys into uppercase. There is a light on the upper right side of the keyboard that shows when the key is locked. Pressing the key once causes it to lock; pressing it again causes it to release. This key locks only the alphabet into uppercase. Always use the [Shift] key to enter a symbol above a number or other symbol.

(5) The [Back Space] key moves the cursor backwards.

(6) The [Enter] key moves the highlight to the next data field. When [Enter] is pressed, the computer usually takes some action. It may allow data to be entered on a new line. It may also display some new information on the screen.

(7) The Control [Ctrl] and Alternate [Alt]keys are accelerator keys. They will always be used in conjunction with another keyboard key or a function key. For example, holding down the [Ctrl-Alt-P] will print a screen; holding down the [Ctrl] and pressing [F4] will cause the system to exit the process without saving the performed action and return to the master menu.

(8) The key with the windows symbol will display the Windows NT Start menu.

(9) The key with the menu symbol will display a drop down menu when used in conjunction with the [Alt] key i.e., use the alternate key to highlight the File menu; press the menu symbol key; a drop-down menu displays.

c. The following symbols and keys are also in the typewriter group.

(1) Right and left angle brackets (<) and (>).

(2) Right and left square brackets ([) and (]).

(3) Tilde (~).

(4) Exponent or circumflex (^).

(5) Backward slash (\).

3.1.1.3.2 Function Keys. Figure 3.1-3 shows the function keys group. It consists of the Escape [Esc] and the twelve (12) function keys [F1] through [F12]. SAMS uses the escape and the first ten function keys Their purpose depends on the SAMS process or transaction.

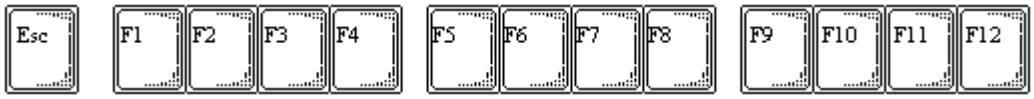


Figure 3.1-3. Function Keys

a. When the SAMS-2 Master Menu appears on the screen, the highlight can be moved to a specific line by pressing the function key that has the matching line number. For example, press [F3] to move the highlight to line 3; press [F7] to move the highlight to line 7. (Lines include those that appear as blanks.)

b. Function keys are used to perform transactions and functions. A function key set will appear at the bottom of each screen in which a function key has application. The function key set is an image of the function keys. However, the keys in the function key set appear in groups of twos and are not identified by letters and numbers. They are labeled with the function performed.

c. The function key sets are explained in section 4.

d. The [Esc] key causes the computer to exit the process without performing an action.

3.1.1.3.3 Control and Display Keys. These keys direct and control certain computer functions. Figure 3.1-4 shows the nine control and display keys.

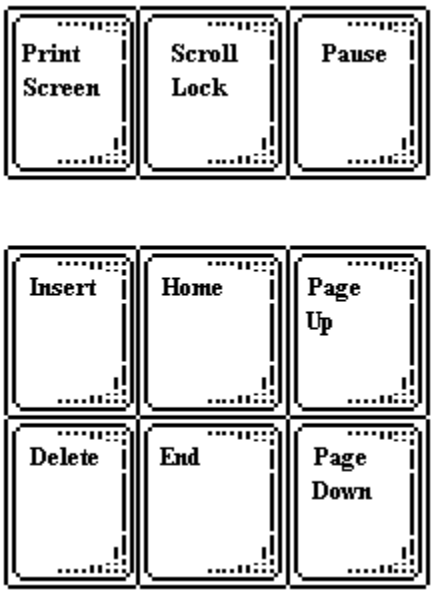


Figure 3.1-4. Control and Display Keys.

a. The [Print Screen] key is not used in SAMS-2. (Para 3.1.1.3.8. explains how to obtain a screen print).

b. The [Scroll Lock] is not used in SAMS-2.

c. The [Pause] key is not used in SAMS-2.

d. The [Insert] key will cause the computer to switch between inserting an entry or typing over an entry.

e. The [Home] key will scroll-down a data list displayed on the screen.

f. The [Page Up] key displays data from the previous page, when scrolling data.

g. The [Delete] key erases the characters to the right of the cursor. If there is a “string” of characters, moving the cursor to the beginning of the string and holding the [Delete] key down erases all characters of the string.

h. The [End] key will scroll-up a data list displayed on the screen.

i. The [Page Down] key displays data from the next page, when scrolling data.

3.1.1.3.4 Cursor Keys. The cursor is a small blinking line that shows where the next character (alpha, numeric, or special) is to be entered. Figure 3.1-5 shows the four cursor keys.

a. The cursor keys [↑], [ ], [ ], and [ ] move the cursor in the direction indicated on the key.

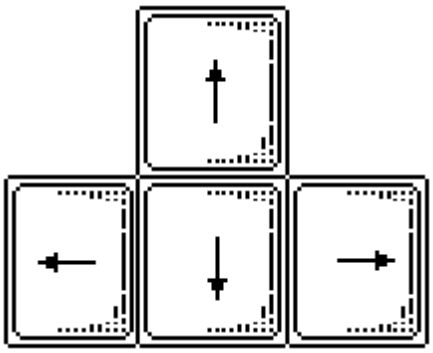


Figure 3.1-5. Cursor Keys

b. The cursor keys also move the highlight on the activity menu screen. The highlight is a steady horizontal light that appears in a reverse video. Use the highlight to make a selection from the menu.

3.1.1.3.5 Number Keys.

a. There are 17 number keys set up like those on a calculator with some additional keys and functions. When entering many numbers, the number keys may be faster and easier to use. Figure 3.1-6 shows the number keys.

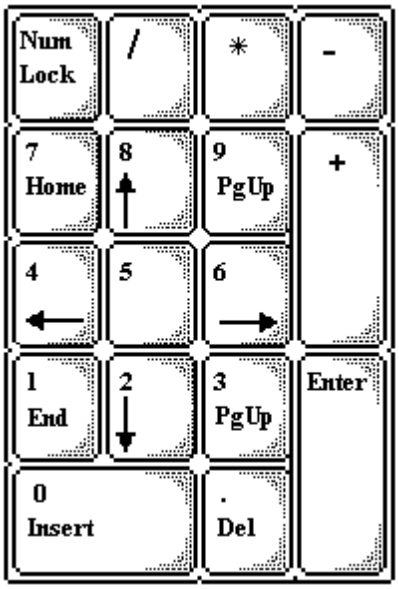


Figure 3.1-6. Number Keys.

b. Some of the number keys have special purposes:

(1) The [Num Lock] key enables either number keys or the function shown below the number on the keys to be used (active). If the [Num Lock] is engaged, the number key will be active and the function named on the key will be inactive.

(2) The [Enter] key is not used in SAMS-2.

3.1.1.3.6 Message Display Lights.

a. The computer communicates through messages displayed on the monitor and through the light-emitting diodes (LEDs).

b. The LEDs are small lights on the upper right corner of the keyboard. The LEDs are used to activate functions of the keys. When the [Num Lock] key, the [Caps Lock] key, or the [Scroll Lock] key is pressed, the LED comes on to indicate that the key is locked on. The LED stays on until the key is pressed again.

c. When a command line or a menu screen appears on the monitor, the computer is asking for instructions. When it makes a beep sound and displays a message on the monitor, it is telling the operator he has made an error.

d. At the top left side of the screen is a message line (also called prompt line). This is where the computer gives a specific instruction. Every screen has a message line explaining

the next step. The computer edits every data item entered. When an entry is wrong, the message line shows the correct entry or what error has been made.

3.1.1.3.7 Using the Mouse. The Mouse pointing device will be used to access the SAMS-2 Master Menu from the Windows NT Icon screen. If you have used a mouse on other systems, you will be able to operate this one immediately. Some important details of mouse operation are:

a. Only the left button is used. To select the SAMS-2 Icon, place the mouse pointer over it and double click the left button.

b. The mouse works best when used on a mouse pad. Whatever the surface used, it is important to keep the mouse work area free of grit and other small debris.

c. Once the SAMS-2 application is entered, the Mouse will no longer operate.

3.1.1.3.8 Screen Print Keys.

a. The [Ctrl] [Alt] and [P] keys used together produce a print of the screen.

b. To produce a screen print:

(1) Press the [Ctrl + Alt + P] keys.

(2) Advance the paper in the printer to a perforated line and tear off. (See appendix H).

c. The computer is capable of processing multiple print requests. It uses its buffer to store print instructions. The printer will sequentially print all stored requests.

d. To stop, pause, and cancel a print, follow the steps in section 10.

3.1.1.4 Inserting and Removing Diskettes. The initial SAMS-2 REHOST systems will be equipped with a 3.5-inch and a 5.25-inch disk drive. Follow on SAMS-2 system will be equipped with only a 3.5-inch disk drive.

a. Inserting a diskette.

(1) 3.5-inch - Hold the diskette so that the metal protective sleeve will slide to the left and the arrow embossed will be on the top left. Fully insert the diskette into the drive until a click is heard and the latch mechanism is engaged.

(2) 5.25-inch - Remove the diskette from its protective cover. Hold the diskette with the write enable notch to the left. Fully insert the diskette into the drive until a click is heard and the latch mechanism is engaged.

b. Removing a diskette. Both 3.5 and 5.25 inch diskettes are removed in the same manner. Press the release button. The diskette will spring out for easy removal. The 3.5-inch diskette is protected by its protective sleeve. The 5.25-inch diskette must be placed in an external protective cover.

3.1.1.5 Inserting and Removing Tape Cartridges. The system is equipped with a 4-8-GB 4mm DAT tape drive.

a. Inserting a tape cartridge - Remove the tape cartridge from its protective case. Hold the cartridge with the nomenclature up and the read/write slot on the right rear. Partially insert the cartridge into the tape drive. The system will sense the insertion, fully receive and seat the cartridge. The tape drive LED will light.

b. Removing a tape cartridge - Press the release button. The cartridge will retense and spring out for easy removal. Return the tape cartridge to its protective case.

3.1.1.6 Inserting and Removing CD-ROM Disks. The system is equipped with a CD-ROM capability. The server has a 4X CD-ROM drive. The remote has a 6X CD-ROM drive.

a. Inserting a CD-ROM disk - Press the release/return button below and to the right of the CD-ROM drive. The compact disc carrier opens. Remove the CD-ROM from its protective case. Place the CD-ROM in the carrier. Press the release/return button. The carrier closes. The CD-ROM drive LED will light.

b. Removing a CD-ROM disk - Press the release/return button. The compact disc carrier opens. Remove the disk and return it to its protective cover. Press the release/return button to close the CD-ROM drive.

3.1.2 Access Control.

a. The Logon screen ensures that only authorized users can access the SAMS-2 system. (See additional security considerations in Appendix F.) There are two types of authorized users.

(1) Operators.

(2) Senior Operator.

b. Operators are assigned a password and given authority for computer access by their senior operator.

c. The Senior Operator determines who has access to the different activities of the SAMS-2 application. Instructions for senior operator are in appendix F.

3.2 Initiating a Session. The master server/workstation must be powered up before the remote workstation can be used.

3.2.1 Logon Procedures. The SAMS application is accessed through a series of screens which are displayed when powering up the system.

a. Turn on the PC and the monitor. The system displays an Operating System Selection Screen (fig. 3.2-1). The Windows NT Version 4.00 is highlighted.

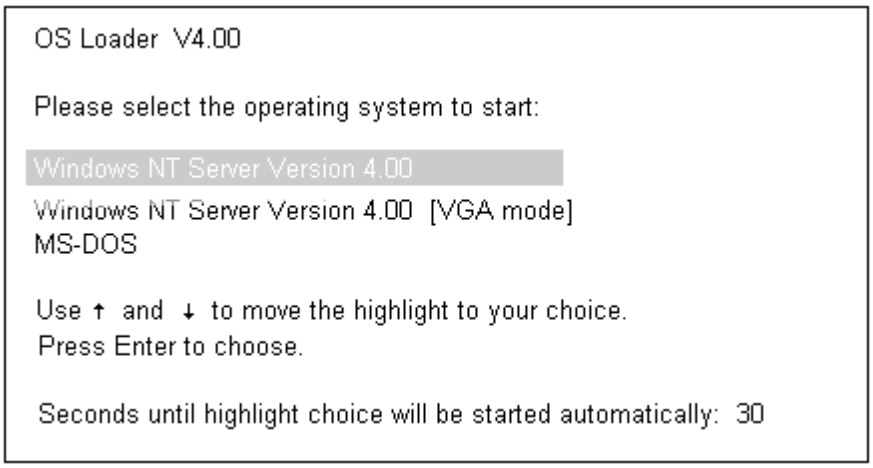


Figure 3.2-1. Operating System Selection Screen.

b. Press [Enter] or allow the system to automatically initiate a Windows NT Version 4.00 in the SVGA mode.

c. The system displays a Begin Logon dialog box (fig. 3.2-2).

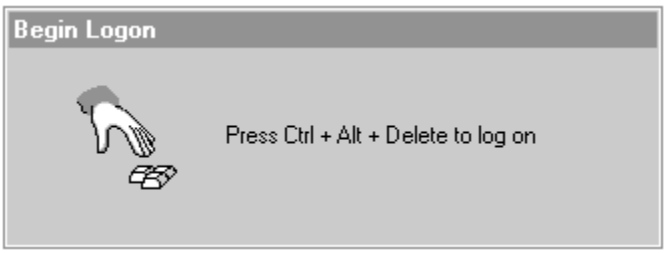


Figure 3.2-2. Begin Logon Dialog Box.

d. Press [Ctrl], [Alt], and [Delete] to display the Logon Information dialog box (fig. 3.2-3).

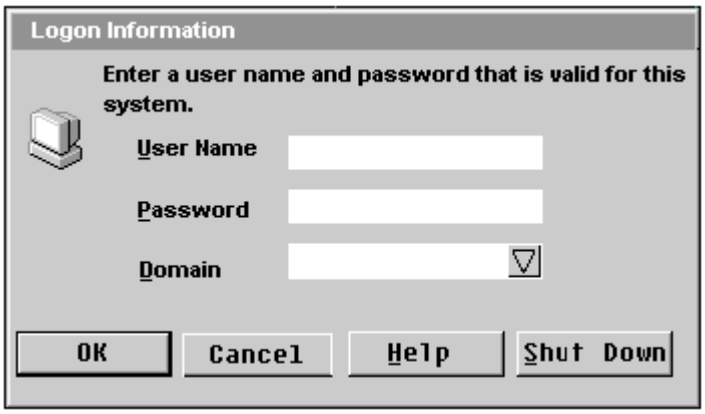


Figure 3.2-3. Logon Information Dialog Box.

e. Enter your User Name. Press[Tab] or use the mouse to advance the cursor to the password field.

f. Enter your Password assigned by the senior operator. Press [Enter]or click the **OK** button.

g. The system displays an Icon screen. Double click the SAMS-2 Icon button or press [S] and [Enter] keys.

h. The system displays the SAMS-2 Master Menu.

3.2.2 Problem Determination.

a. The system provides a variety of troubleshooting and diagnostic tools. For the senior operator to use these tools, it is important that the user record the details of the problem as precisely as possible. Make a note of the following:

(1) What process was running?

(2) What error code(s) appeared?

(3) What did the machine do or fail to do?

(4) What did you do?

b. The operator is not authorized to make any repairs, on the system, which require the use of tools.

c. Notify the senior operator as soon as possible.

3.3 Stopping and Suspending Work.

a. To return to the SAMS-2 Master Menu, press the [Ctrl-F4] key. This is standard in SAMS-2 processes. Those processes which return to the SAMS-2 Master Menu automatically on completion are identified in processing procedures.

b. To return to the Logon screen, use the Logout function (section 10).

c. To interrupt use of the system, press the [Ctrl-Alt-Delete] keys. The system returns to the Logon screen. [Ctrl-Alt-Delete] is a computer interrupt command. **Use this command cautiously**. The dialog box contains six options.

(1) Lock Workstation - will lock the work station and require a logon to start a new session.

(2) Change Password - will allow the user password to be changed.

(3) Logoff - closes all tasks associated with the session and return to the Windows NT Icon screen.

(4) Shut Down - shuts the system down.

(5) Task Manager - displays a Task Manager dialog box that will allow you to return to the open task or start a new task.

(6) Cancel - return to the last open task.

SECTION 4. PROCESSING REFERENCE GUIDE

4.1 Capabilities.

4.1.1 SAMS-2 Structure.

a. SAMS-2 is a menu driven system based on a building block concept of:

(1) Activities.

(2) Processes.

(3) Transactions.

(4) Files.

(5) Records.

b. The activities of SAMS-2 (Inquiry, Inop Equipment, etc.) are titles for groups of processes.

c. The processes within each activity perform transactions that impact (add, add to, modify, and delete) SAMS-2 files.

d. The SAMS-2 files consist of data records.

e. The records contain the data used to perform the SAMS-2 processes.

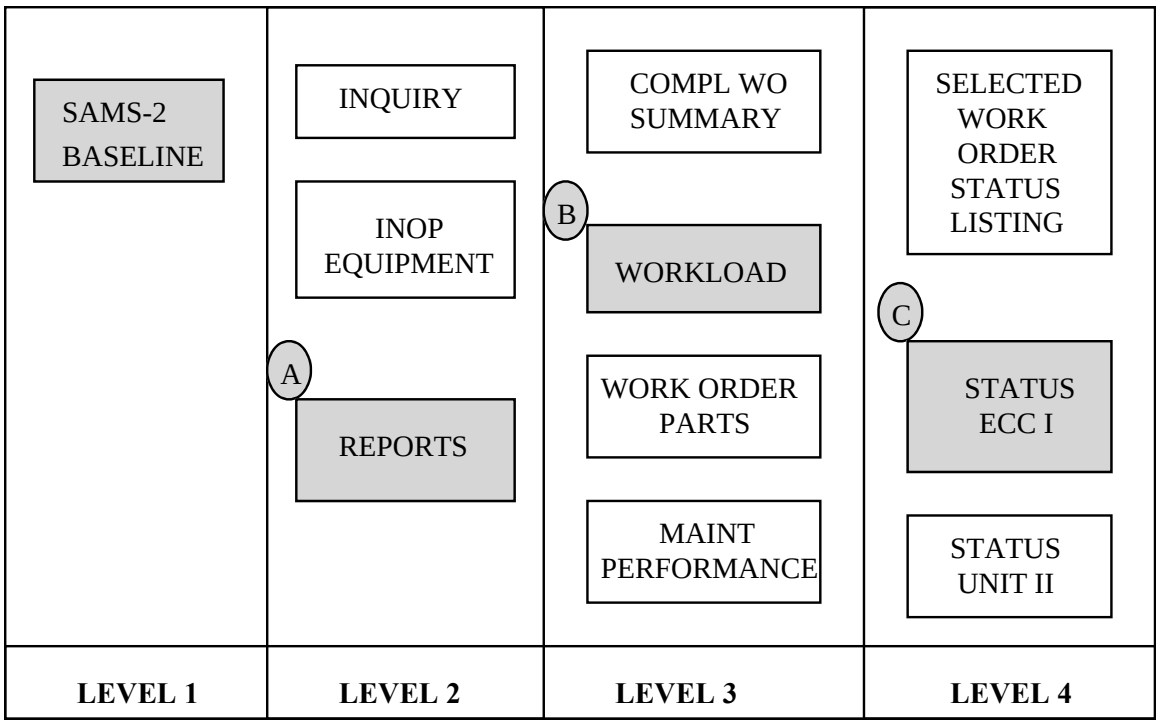
f. Beginning in section 5, each of the activities of SAMS-2 are explained in detail.

4.1.2 Activity Menus.

a. The activities on the SAMS-2 Master Menu screen are used to find, and use, processes, transactions, files, and reports.

b. The menu screen is arranged in levels. At each level, a selection leads to a specific process, or additional selections which ultimately lead to processes. Within the various processes, the operator can perform transactions, view a file, or produce a report.

c. Figure 4.1-1 shows how, within the Workload Activity, to reach Status-ECC I which will produce the report PCN AHO-010 Part I.



Legend for Fig. 4.1-1:

A When the Reports Activity at Level 2 is selected, the menu displays selections at Level 3.

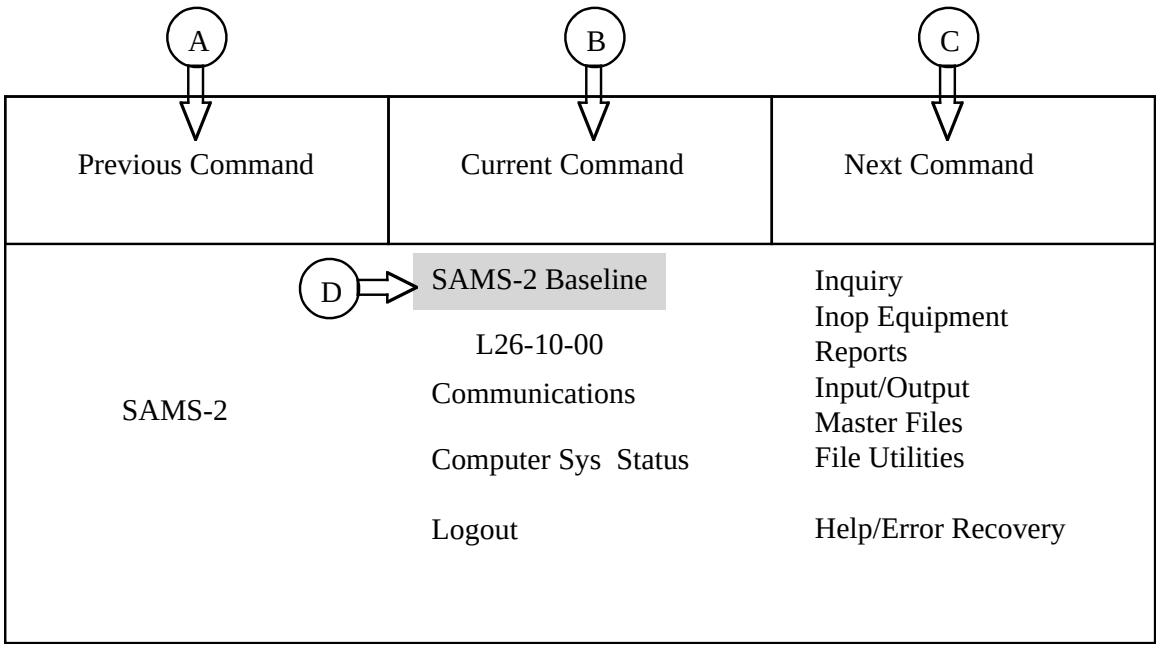
B When selecting Workload at Level 3, the menu displays the selections at Level 4.

C When Status-ECC I at Level 4 is selected, the AHO PCN AHO-010 Part I report can be produced.

Figure 4.1-1. Selection Levels.

d. Each activity selected produces a different activity menu. The activity menus are shown throughout the manual.

4.1.2.1 SAMS-2 Master Menu Screen. Figure 4.1-2 shows a segment of the menu screen. The two-digit number beside some selections is for use with the Help/Error Recovery activity.



Legend for fig. 4.1-2:

A PREVIOUS COMMAND - An area of the screen where the list of selections appears after a selection has been made. The selection chosen is displayed in brighter type.

B CURRENT COMMAND - An area of the screen containing the list of selections. The highlight appears in this area.

C NEXT COMMAND - An area of the screen where selections for the highlighted activity/process appear.

D HIGHLIGHT - A light (selection indicator) identifying an activity/process under CURRENT COMMAND.

Figure 4.1-2. SAMS-2 Master Menu Screen.

a. The highlight is moved up or down using the function keys. For example, press function key [F4] to move the highlight to line 4. The cursor keys [≠] and [Ø] can also be used to move the highlight up or down.

b. The cursor keys [Æ] or [¨] confirm the selection and cause the data on the screen to slide sideways to the parallel command area.

c. Selection Level 1: Make a selection (fig. 4.1-3) and press the cursor key [Æ].

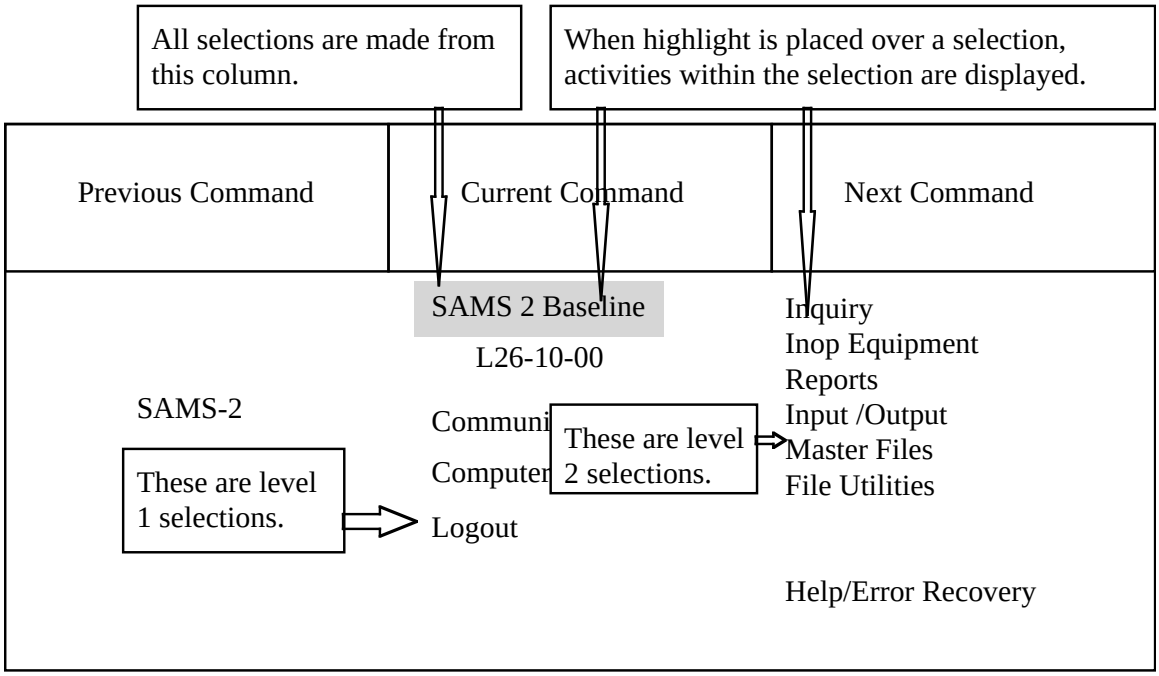


Figure 4.1-3. Selection levels 1 and 2.

d. Selection Level 2: Make a selection (fig. 4.1-4) and press the cursor key Æ].

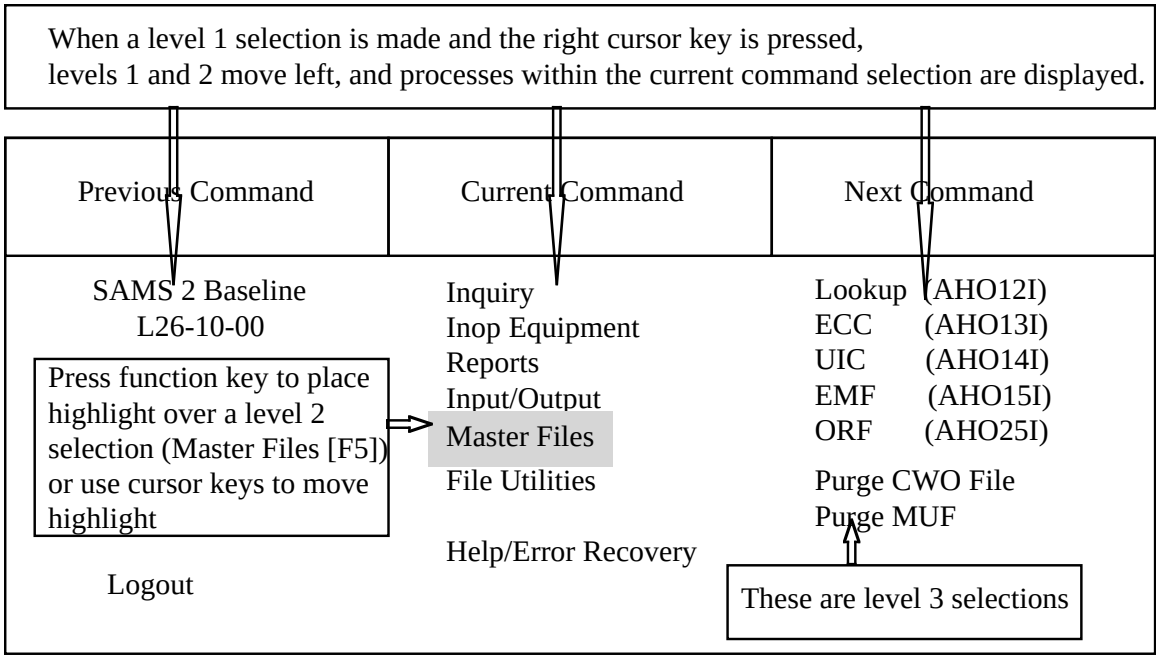


Figure 4.1-4. Selection Levels 2 and 3

e. Selection Level 3: Make a selection (fig. 4.1-5) and press the cursor key [Æ].

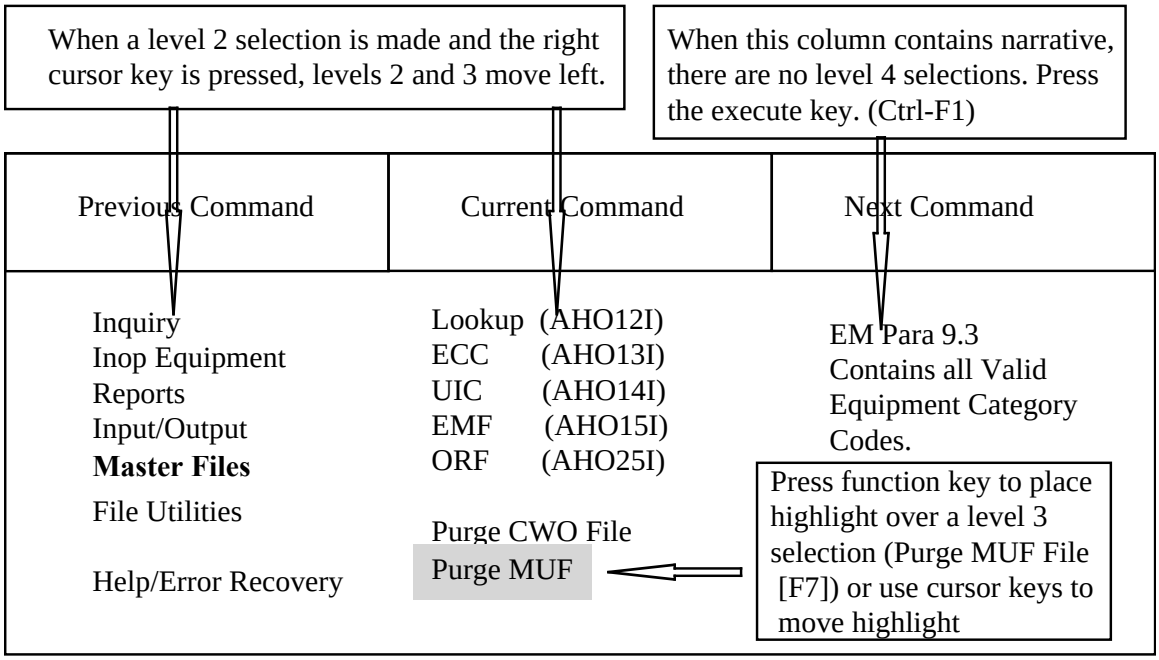


Figure 4.1-5. Selection levels 3 and 4.

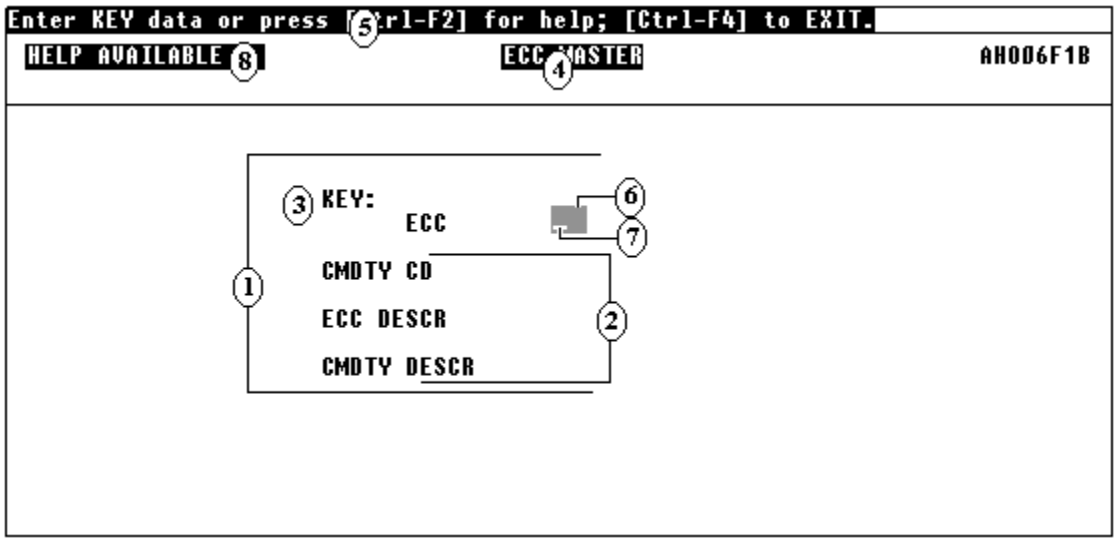
(1) If there are Level 4 selections, press the cursor key [Æ].

(2) If there are no Level 4 selections, press [Ctrl-F1].

f. Selection Levels 4 and 5: Some processes have a fourth and fifth selection level. If so, continue the selection steps and press [Ctrl-F1].

4.1.2.2 Record Format.

a. Make the menu selections to display the ECC MASTER screen (fig. 4.1-6).



Legend for fig. 4.1-6:

1	RECORD FORMAT AREA	5	MESSAGE LINE
2	RECORD DATA	6	HIGHLIGHT
3	KEY DATA	7	CURSOR
4	PROCESS/FILE TITLE	8	HELP/ERROR RECOVERY INDICATOR

Figure 4.1-6. Example of a Record Format.

b. Data that must be entered to access files is called key data. Each process has key data, and the data fields are always indented. In figure 4.1-6 the key data field is ECC.

c. When the record format appears, the key data field is highlighted.

d. Enter the key data, and press [Enter]. If the key data is found on the file, a function key set appears.

4.1.3 Function Key Sets.

a. Function key sets appear when transactions or functions can be performed. A function key set is an image of the function keys, but the keys are not numbered. They are however, labeled with the transaction or function performed.

b. The most common function key set adds, modifies, deletes, and scrolls a file.

4.1.3.1 Add Function Key Set.

a. Complete the selections on the activity menu and press [Ctrl-F1]. Enter the key data and press [Enter]. If the system does not find matching key data on the file, the Add function key set (fig. 4.1-7) appears.

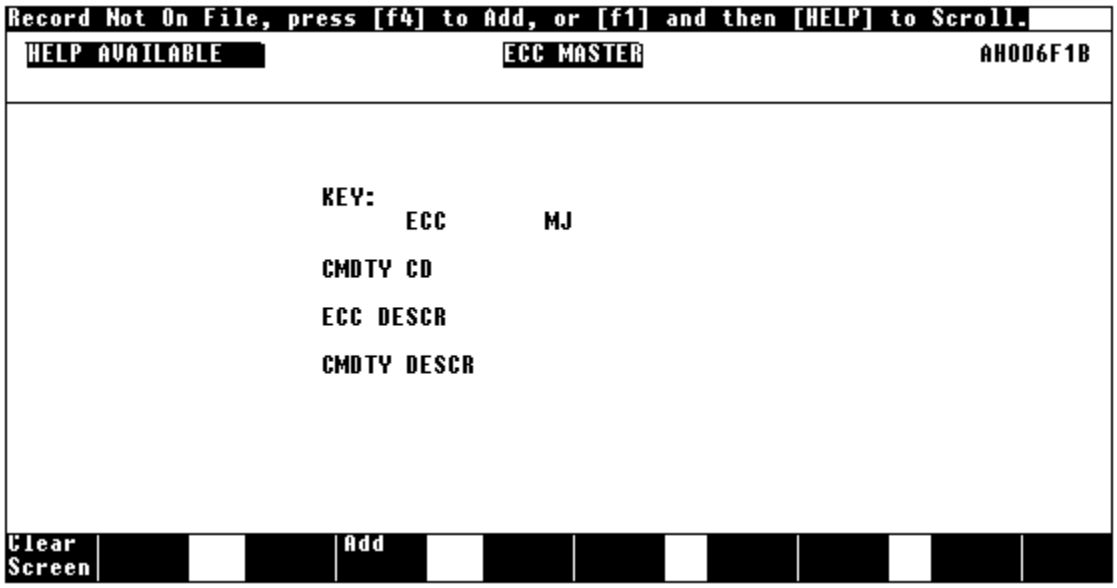


Figure 4.1-7. Add Function Key Set.

b. Press the Add function key [F4] to display the Add screen (fig. 4.1-8).

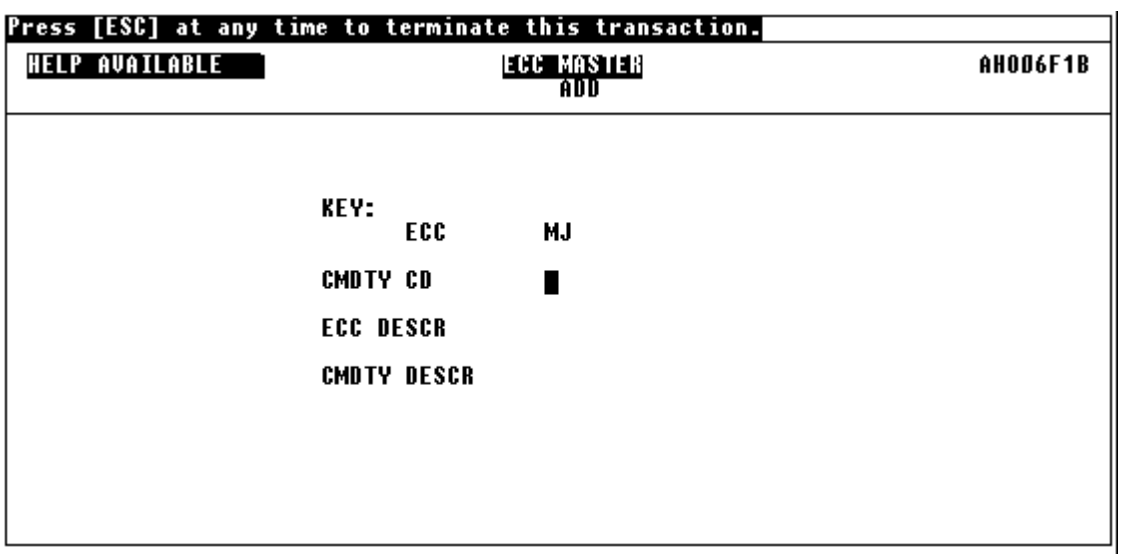


Figure 4.1-8. Add Screen.

c. The Add screen appears. Complete the record data and press [Ctrl-F1], then press [Ctrl-F1] a second time to add the record. The same screen appears with the key data entered, and the cursor in the key data field.

(1) To add another record, type in the key data and press [Ctrl-F1].

(2) To return to the SAMS-2 Master Menu screen, press [Ctrl-F4].

4.1.3.2 Modify/Delete Function Key Set.

a. Complete the selections on the activity menu and press [Ctrl-F1]. Enter the key data and press [Enter]. If the system finds the key data on the file, the record appears with a Modify/Delete function key set (fig. 4.1-9).

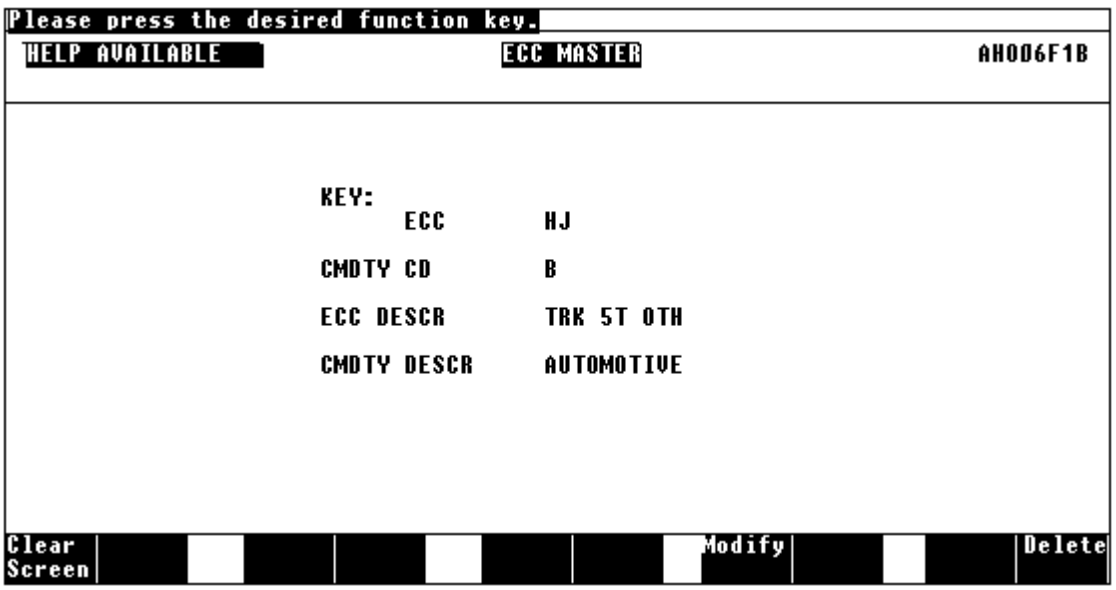


Figure 4.1-9. Modify and Delete Function Key Set.

b. Press the Modify function key [F7] to display the Modify screen (fig. 4.1-10).

c. Press the Delete function key [F10] to display the Delete screen (fig. 4.1-11).

4.1.3.2.1 Modify Transaction.

a. The Modify function key [F7] displays the Modify screen (fig. 4.1-10).

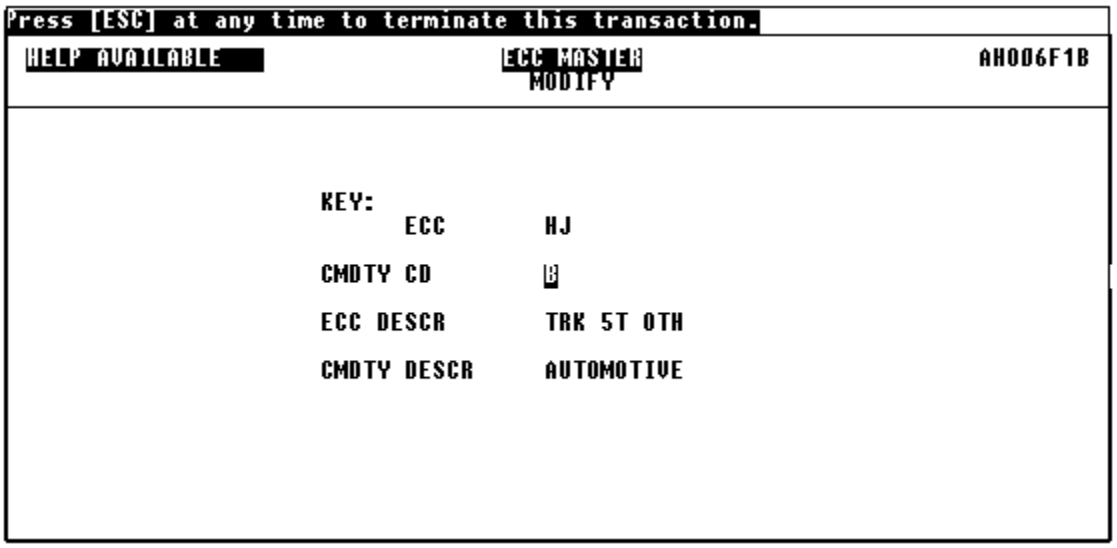


Figure 4.1-10. Modify Screen.

b. Make changes to any part of the record except the key data. If the key data is wrong, delete the entire record and reenter the correct data.

(1) Make all changes and press [Ctrl-F1].

(2) To confirm the change and update the record, press [Ctrl-F1].

(3) Press [Ctrl-F4] to return to the SAMS-2 Master Menu screen.

4.1.3.2.2 Delete Transaction.

a. The Delete function key [F10] displays the Delete screen (fig. 4.1-11).

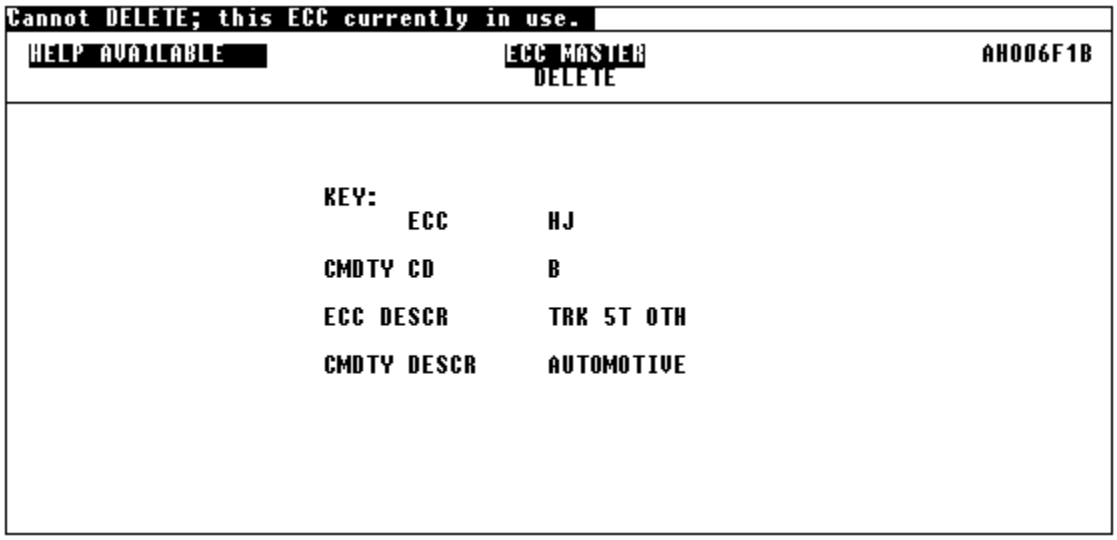


Figure 4.1-11. Delete Screen.

b. When you press [F10], if the key data is in use, the system will not allow the record to be deleted. The prompt line will provide a message explaining this situation. Press [Esc] to return to the ECC Master screen or [Ctrl-F4] to return to the SAMS-2 Master Menu.

c. When you press [F10], if the key data is not in use, press [Ctrl-F1] and confirm deletion of the record.

d. Press [Ctrl-F4] to return to the SAMS-2 Master menu.

4.1.4 Scroll Function.

a. Except for Add, key data can be entered using the Scroll function. Complete the selections on the activity menu and press [Ctrl-F1]. Press [Ctrl-F2] to display a function key set (fig. 4.1-12).

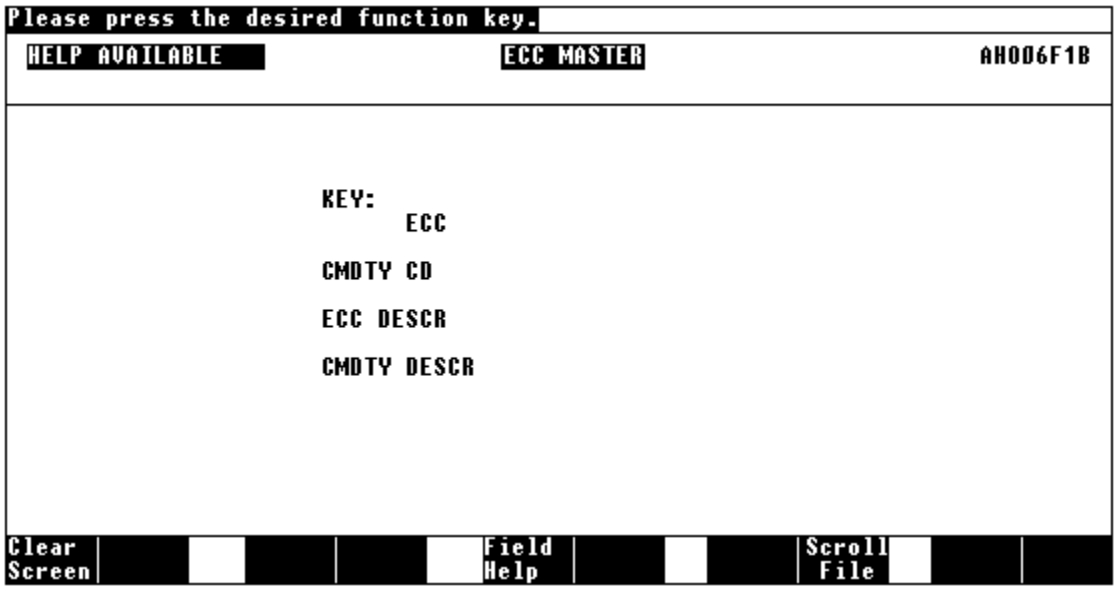


Figure 4.1-12. Scroll/Help Function Key Set.

b. Press the Scroll function key [F8] to display a Scroll window (fig. 4.1-13).

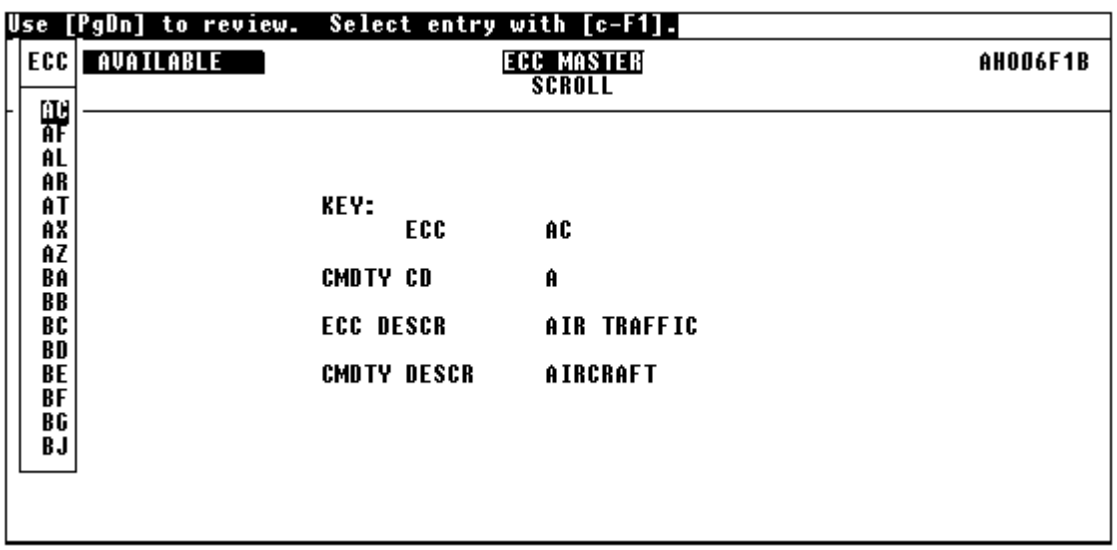


Figure 4.1-13. Scroll/Help Screen.

(1) The Scroll window heading is the name of the field (ECC) being searched. Data is arranged sequentially.

(2) Use the cursor keys [≠] or [Ø] to move the highlight. As the highlight moves, the record data on the screen changes.

(3) Press [Ctrl-F1] to remove the Scroll window and display the record.

c. To narrow the search when using the Scroll function, enter a part of the key data. For example, enter H, press [Ctrl-F2], and [F8]. The first record in the scroll window begins with H. The system does not scroll backward beyond the initial point of entry into the scroll window (in this example that point is H).

4.1.5 Help and Error Recovery.

a. This process explains the help feature built into SAMS-2. It is an on-line help and training aid to assist with daily procedures or for use as a tool for learning the system.

b. Many processes have information screens accessed by pressing [Ctrl-F2]. Some also display a function key set in which help is accessed by pressing Field Help [F5].

c. To study SAMS-2, follow, in sequence, the two-digit numbers (Master Files 01) on the menu. Use the [Ctrl-F2] key and study the information on the screens it displays.

d. To learn how to use this feature, select Help/Error Recovery on the SAMS-2 Master Menu. Press [Ctrl-F1] to display the screen in figure 4.1-14.

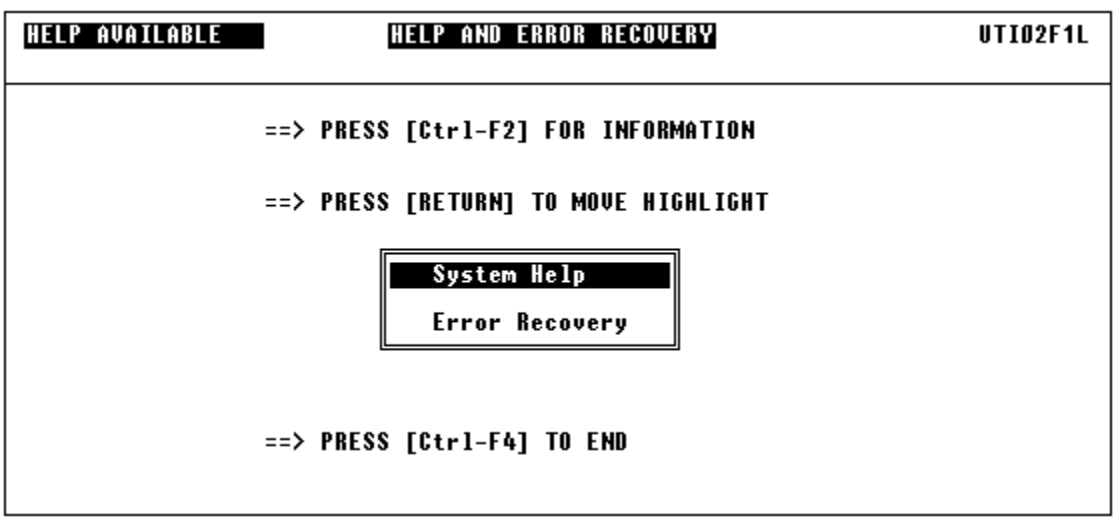


Figure 4.1-14. System Help Menu Screen

(1) This screen shows the Help Available indicator. This appears on the upper left part of the screens where the [Ctrl-F2] key accesses this feature.

(2) The error recovery portion is not yet developed.

e. Press [Ctrl-F2] and [Page Down] to display the screens which explain this feature.

f. Press [Esc] and [Ctrl-F4] to return to the SAMS-2 Master Menu.

4.2 Conventions. To help explain how SAMS-2 works, pictures and diagrams are used. The most common symbols are shown below.

a. The activity symbol (fig. 4.2-1) shows one or more processes.

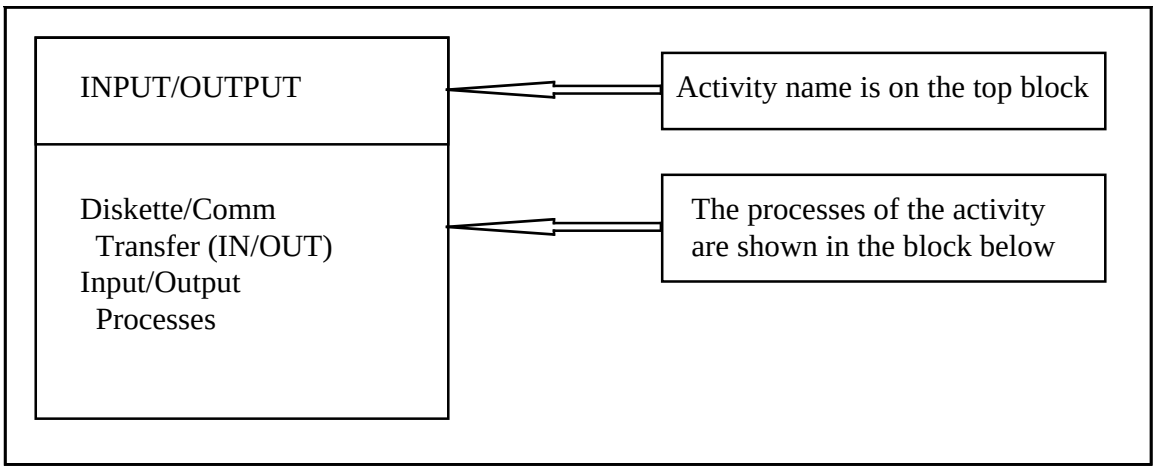


Figure 4.2-1. Activity Symbol.

b. The file symbol (fig. 4.2-2) shows which SAMS-2 file is being used.

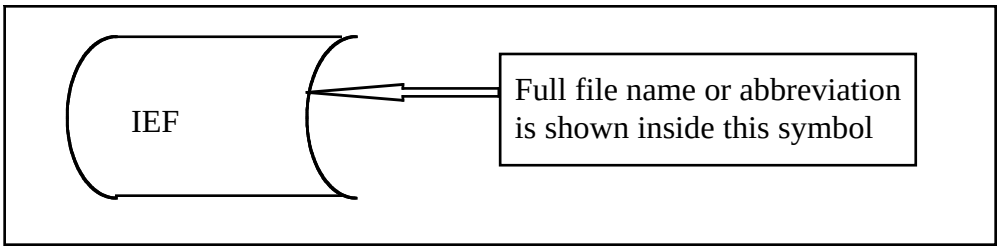


Figure 4.2-2. File Symbol.

c. The diskette and comm symbols (fig. 4.2-3) show incoming and outgoing data.

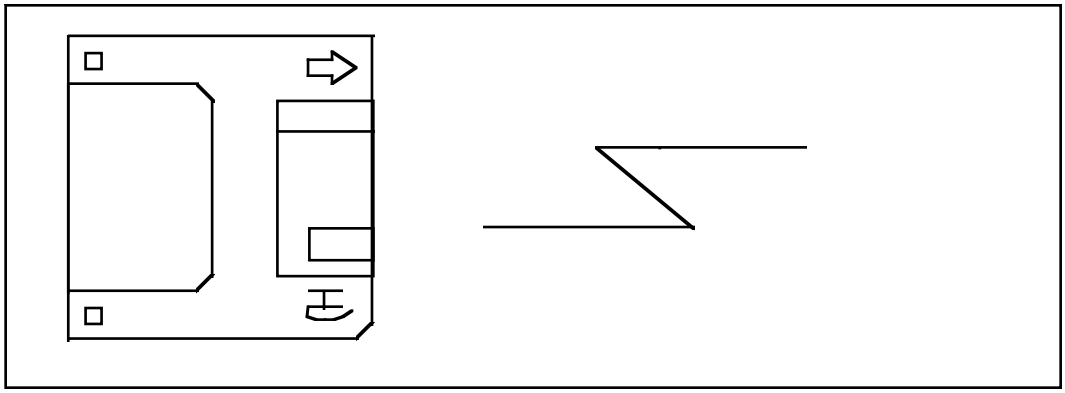


Figure 4.2-3. Diskette and Communications Symbols.

d. The document symbol (fig. 4.2-4) shows data input from or produced in printed copy or report form.

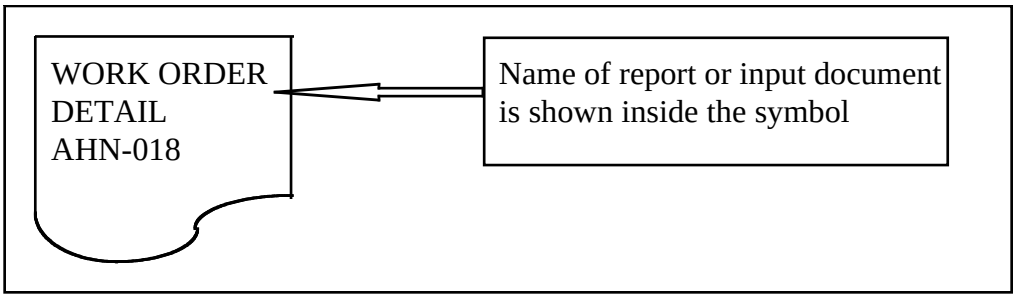


Figure 4.2-4. Document Symbol.

e. The display symbol (fig. 4.2-5) shows screen output produced in Ad Hoc Inquiry.

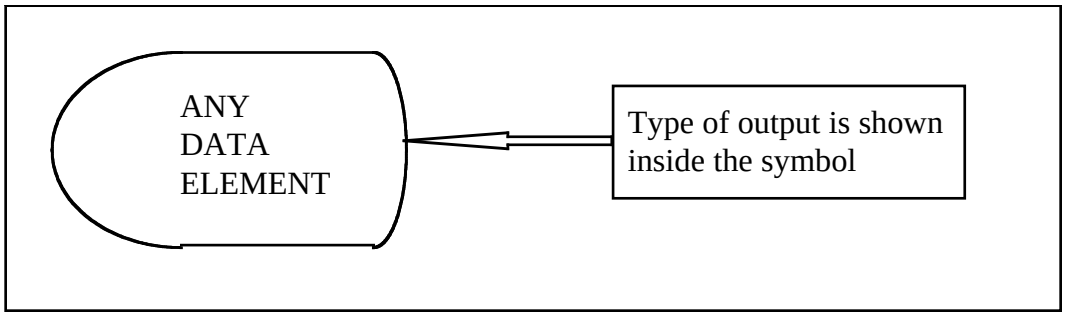


Figure 4.2-5. Display Symbol.

4.3 Processing Procedures.

a. This section outlines the activities, processes, files, and daily processing procedures of SAMS-2. Processing instructions are explained in detail in sections 5 thru 11.

b. SAMS-2 operates at two levels, the battalion and the MMC. In some processes SAMS-2 operates differently depending on the level. Where necessary, this manual cites the processing differences between BN and MMC.

4.3.1 SAMS-2 Master Menu. The SAMS-2 Master Menu (figure 4.3-1) has the following selections:

a. SAMS-2 Baseline.

b. Communications.

c. Computer System Status.

d. Logout.

4.3.1.1 SAMS-2 Baseline. SAMS-2 Baseline supports the maintenance management operations at the battalion and MMC . It has six activities and one process:

a. Inquiry.

b. Inop Equipment.

c. Reports.

d. Input/Output.

e. Master Files.

f. File Utilities.

g. Help/Error Recovery.

4.3.1.1.1 Inquiry.

a. This activity accesses SAMS-2 files for information. It has five processes:

(1) Ad Hoc Inquiry.

(2) Define User Files.

(3) MUF Inquiry.

(4) Open WO Inquiry.

(5) Closed WO Inquiry.

b. The Inquiry Activity is explained in section 5.

4.3.1.1.2 Inop Equipment.

a. This activity is used to manually enter inoperative (inop) equipment data and inop parts data, and to correct Daily Inop Transfer errors. It has six processes:

(1) Inop Equip Add.

(2) Inop Equip Modify.

(3) Inop Equip Delete.

(4) Inop Support/Evac Status Update.

(5) Inop Parts Maintenance.

(6) List/Correct Inop Transfer Errors.

b. Input forms are:

(1) Inoperative Equipment Report, DA Form 5409.

(2) Unit Level Deadlining Parts Report, DA Form 5410.

c. The Inop Equipment Activity is explained in section 6.

4.3.1.1.3 Reports.

a. The reports provided in this activity are generated in eight processes:

(1) Reportable Items.

(2) Compl WO Summary.

(3) Workload.

(4) Work Order Parts.

(5) Maint Performance.

(6) Maint Cost.

(7) Oper Readiness Float.

(8) Manhour Accounting.

b. The Reports Activity is found in section 7, and report formats and contents are found in appendix C.

4.3.1.1.4 Input/Output.

a. This activity transfers data in and out of the system, by diskette or comm, and updates SAMS-2 files. It has three major processing areas:

(1) Diskette/Comm Transfer and Update Processes (IN/OUT).

(2) Input/Output Related Processes.

(3) Update Supported User Parameters.

b. The Input/Output Activity is explained in section 8.

4.3.1.1.5 Master Files.

a. This activity is used to view, update and purge files. It consists of the following:

(1) Lookup (AHO12I).

(2) ECC (AHO13I).

(3) UIC (AHO14I).

(4) EMF (AHO15I).

(5) ORF (AHO25I).

(6) Purge CWO File.

(7) Purge MUF.

b. The Master Files Activity is explained in section 9.

4.3.1.1.6 File Utilities.

a. This activity is used to perform utilities which support the operation of the system. It has seven processes:

(1) Format Disk/Tape and Erase Tape.

(2) Backup Files.

(3) Restore Files.

(4) Compress Files.

(5) Clean Up Hard Disk.

(6) ASCII File Extract.

(7) Global UIC Modify/Delete.

b. The File Utilities Activity is explained in section 10.

4.3.1.1.7 Help/Error Recovery. This process explains how to use the on-line help feature built into SAMS-2. It is explained in paragraph 4.1.5.

4.3.1.2 Communications.

a. This function is used to transmit data between systems. It has four processes:

(1) COMM Monitor.

(2) BLAST Pt to Pt.

(3) CAISI BLAST.

(4) Update Comm Config File Processes.

b. The Communications function is explained in section 11.

4.3.1.3 Computer System Status.

a. The only process is now Printer Status.

b. The Computer System Status function is explained in section 10.

4.3.1.4 Logout. This function is used to exit the SAMS-2 Master Menu and return to the Logon screen. Logout is explained in section 10.

LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4
SAMS-2 Baseline L26-10-00	Inquiry	Ad Hoc Inquiry Define User Files MUF Inquiry Open WO Inquiry Closed WO Inquiry	
	Inop Equipment	Inop Equip Add Inop Equip Mod Inop Equip Del Inop Spt/Evac Status Update Inop Parts Maint List/Correct Inop Trans Errors	
	Reports	Reportable Items	Produce Reportable Items Listing AHO-027 Weapons System AHO-001 Command Summary AHO-002 Over NNN Days (Unit) AHO-003 Over NNN Days (BN) AHO-026 Deadline Status Listing AHO-017 Inop Equip Critical Parts Listing AHO-015
		Completed WO Summary AHO-004	
		Workload	Select Work Order Status Listing AHO-009 Status-ECC I AHO-010 I

Figure 4.3-1. SAMS-2 Master Menu (sheet 1 of 4).

LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	
SAMS-2 Baseline L26-10-00	Reports (continued)	Workload (continued)	Status Unit II Age-ECC I Age-Unit II	AHO-010 II AHO-011 I AHO-011 II
		Work Order Parts	Parts Detail Exception Multiple Parts Request Exception Work Order Status / Parts Listing	AHO-012 AHO-013 AHO-032
		Maint Performance	TAT by Unit/Activity Turn Around Time ECC MTTR by Unit Maint Meantime ECC Maint Prod/Backlog Maint Prod/BL by ECC Prod/Backlog Status	AHO-005 AHO-006 AHO-007 AHO-008 AHO-025 AHO-029 AHO-030 AHO-031 AHO-033 AHO-034 AHO-035 AHO-036 AHO-014
		Maint Cost	Command Rollup Commodity ECC Customer APC	AHO-019 AHO-020 AHO-021 AHO-022 AHO-023
		Oper Readiness Float	Monthly Float Usage and Accumulative Report	AHO-039 AHO-040

Figure 4.3-1. SAMS-2 Master Menu (sheet 2 of 4).

LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4
SAMS-2 Baseline L26-10-00	Reports (continued)	Oper Raediness Float (continued)	ORF Status and Utilization AHO-041
		Manhour Accounting	Manpower Utilization Report AHO-044 Personnel Utilization Report AHO-045
	Input/Output	Diskette/Comm Transfer and Update Processes (IN/OUT)	
		Input/Output Related Processes	Print Disk Label Print Disk/Comm Parameter Listing AHO-028 Prob Reporting Delete Control File Records
		Update Supported User Parameters	
	Master Files	Lookup AHO12I ECC AHO13I UIC AHO14I EMF AHO15I	
		ORF AHO25I	ORF File Maintenance Update ORF Demands Purge ORF File
		Purge CWO File AHO-018 Purge MUF AHO-046	
	File Utilities	Format Disk/Tape and Erase Tape	

Figure 4.3-1. SAMS-2 Master Menu (sheet 3 of 4).

LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4
SAMS-2 Baseline L26-10-00	File Utilities (continued)	Format Disk/Tapes and Erase Tapes Backup Files Restore Files Compress Files Clean Up Hard Drive ASCII File Extract Global UIC Mod/Del	
	Help/Error Recovery		
Communications	COMM Monitor		
	BLAST Pt to Pt	BLAST Point-to-Point Originate BLAST Point-to-Point Answer Concentrator Send/Receive File Process	
	CAISI BLAST	CAISI Original CAISI Answer	
	Update Comm Config File Process	Update BLAST PtP Config File Update LOGSA Config File Update CSSCS Config File Update BLAST Concentrator Config File	
Computer Sys Status	Printer Status		
Logout			

Figure 4.3-1. SAMS-2 Master Menu (sheet 4 of 4).

4.3.2 Files.

a. There are 25 SAMS-2 ISAM files as shown in figure 4.3-2.

SAMS-2 FILES

FILE NAME	ABBREVIATION	FILE ID
INOPERATIVE EQUIPMENT	IEF	AHO01I
INOPERATIVE EQUIPMENT PARTS	IEPF	AHO02I
DAILY INOP TRANSFER ERRORS	DITE	AHO03I
COMPLETED WORK ORDER	CWO	AHO04I
WEEKLY WORK ORDER	WWO	AHO05I
WEEKLY WORK ORDER PARTS	WWOP	AHO06I
INPUT CONTROL	ICF	AHO07I
MANPOWER UTILIZATION	MUF	AHO08I
TURNAROUND TIME FILE	TTF	AHO09I
ALL UP	AUF	AHO10I
SAMS-2 INOP TRANSFER	INOP	AHO11I
LOOKUP MASTER	LOOKUP	AHO12I
EQUIPMENT CATEGORY CODE MASTER	ECC	AHO13I
UNIT IDENTIFICATION CODE MASTER	UIC	AHO14I
EQUIPMENT MASTER	EMF	AHO15I
AMSS WORK ORDER	ATF	AHO16I
MRSA WORK ORDER	MRSA	AHO17I
SAMS-1/SAMS-2 WORK ORDER TRANSFER	SWOT	AHO18I
DAILY INOP CORRECTIONS	CORR	AHO19I
MMC PARAMETER FILE	MPF	AHO20I
BN PARAMETER FILE	BPF	AHO21I
ECPS FILE	ECPS	AHO22I
EQUIPMENT PUBLICATION FILE	EPF	AHO23I
EQUIPMENT MASTER SUBSYSTEM FILE	EMSF	AHO24I
OPERATIONAL READINESS FLOAT MASTER	ORF	AHO25I

Figure 4.3-2. SAMS-2 Files List.

b. Five of the SAMS-2 files are master files used for system control and reference.

(1) Lookup.

(2) ECC.

(3) UIC.

(4) EMF.
(5) ORF.

c. During input/output processing, the system also uses input/output transfer files. These files are shown in the Input/Output Activity.

4.3.3 Daily Procedures.

a. Figure 4.3-3 shows the procedures which must be performed to make SAMS-2 function correctly. The times shown can be adjusted to fit unit policy.

b. Each procedure is explained in detail in the following sections of this manual. The index at the back of the manual shows the exact paragraph.

c. Appendix E contains a sample SOP which may also assist with daily procedures.

4.4 Related Processing. NA.

4.5 Data Backup. Data backup frequency is outlined in figure 4.3-3 and appendix E. Backup and restore processes are explained in section 10.

4.6 Recovery from Errors and Malfunctions. See appendix D and TM 11-7010-213-12.

4.7 Messages. See appendix D and TM 11-7010-213-12.

BN	MMC	DAILY PROCEDURES CHECKLIST	FREQUENCY			
			D	M	W	AR
X	X	1. Receive and read in Daily Inop Transfer disk/comm from SAMS-1 sites.	X			
X	X	(a) Run Daily Inop Transfer.	X			
X	X	(b) If ULLS (lookup) = N, run List/Correct Inop Trans Errors. Correct and reprocess.	X			
X		2. Produce SAMS-2 Inop Transfer output disk/comm and forward to MMC	X			
	X	3. Receive and read in Daily Inop Transfer Disk/comm from SAMS-2 BN. Run Process Daily Inop Transfer.	X			
X	X	4. Back up Inop files.	X4			
X	X	5. Produce Inop reports.				X
X	X	6. Back up all data files (tape).	X4			
X	X	7. Receive and read in Weekly Work Order Transfer disk/comm from SAMS-1 sites. Run Process Weekly Work Order Transfer.		X		
X	X	8. Produce SAMS-2 Selected Unit Inop Transfer @.	X			
X	X	9. Receive and read in Manhour Accounting disk/comm from SAMS-1 sites. (One-step input, no further processing.)		X		
X	X	10. Back up work order and manhour files.		X4		
X	X	11. Run Update ORF Demand process.		X		
X	X	12. Back up ORF Files.		X4		
X		13. Send Weekly Work Order Transfer disks/comm to MMC.		X		
X		14. Send Manhour Accounting disks/comm to MMC.		X		
	X	15. Produce work order (AHOD1F) output disk to LOGSA.		X		
		NOTE: D = Daily W = Weekly M = Monthly AR = As Required @ When applicable				

Figure 4.3-3. Daily Procedures Checklist (sheet 1 of 3).

BN	MMC	DAILY PROCEDURES CHECKLIST	FREQUENCY			
			D	W	M	AR
X	X	16. Produce work order reports.				X
X	X	17. Produce Manhour Accounting reports.				X
X	X	18. Produce ORF reports.				X
X	X	19. Compress files.		X		
	X	20. Produce AMSS output disk to LOGSA.			X	
X	X	21. Purge Completed Work Order File.			X2	
X	X	22. Purge Manhour Utilization File.				X
X	X	23. Update Equipment Master File (EMF).				X3
	X	24. Output EMF by disk or comm to SAMS-2 .				X1
X	X	25. Produce Reportable Items Listing PCN AHO-027. Sent to units.				X1
	X	26. Produce EMF on MSDOS disk. Sent to units.			X1	
X	X	27. Run Global UIC Mod/Del.				X
X	X	28. Update UIC Master File.				X
X	X	29. Update ECC Master File.				X3
X	X	30. Update ORF File.				X3
X	X	31. Print Diskette/Comm Interface Parameter File Listing, PCN AHO-028.				X
X	X	32. Purge ORF File.				X
		NOTE: D = Daily W = Weekly M = Monthly AR = As Required				

Figure 4.3-3. Daily Procedures Checklist (sheet 2 of 3).

NOTES:

X[1] Produce when received from LOGSA.

X[2] Purge Completed Work Order File should be run monthly. The dates used in the purge process depend on the volume of work order data and the information required.

a. For very large files only 30 days of data should be stored. Therefore, a purge end date 30 days back from the current processing date should be used.

b. Most activities can keep 90 days of data without much impact on processing. Therefore, a purge end date 90 days back from the current date should be used.

c. The purge date(s) entered must be earlier than the date of the last ORF update shown in the Lookup Master File, ORF Parameters Record.

X[3] Change when updated AR 700-138, DA Pam 738-750, or ORF stockage list is received.

X[4] SAMS-2 backup uses a rule which ensures that backups are always current. The rule is: Back up the files immediately after the data in the files changes. Use the backup option associated with that data. For example, back up with Option 2 after processing inop disks; back up again after correcting errors, etc. The degree to which the rule is applied is the degree of safeguard for being able to recover data.

X[5] Purge ORF File once each year at the end of the ORF reporting period.

Figure 4.3-3. Daily Procedures Checklist (sheet 3 of 3).

SECTION 5. INQUIRY

5.1 Inquiry Activity. The Inquiry Activity accesses data in the SAMS-2 files and displays information. These processes do not change data in the files.

a. Four processes are used to access files for information:

(1) Ad Hoc Inquiry.

(2) MUF Inquiry.

(3) Open WO Inquiry.

(4) Closed WO Inquiry.

b. Additionally, the Define User Files process supports Ad Hoc Inquiry.

5.2 Ad Hoc Inquiry.

a. This process accesses data in the SAMS-2 Indexed Sequential Access Method (ISAM) files and displays and prints it in any chosen format. Reports created can be saved for use at any time. The process also has several preformatted reports with set data elements, from which to select.

b. Ad Hoc Inquiry uses two types of files, physical and virtual. SAMS-2 ISAM files are physical files. Virtual files are combinations of physical files. They provide a greater range of data than a single file. Preformatted reports use virtual files to produce information.

c. The files accessed in this process are shown below. SAMS-2 physical files all begin with AHO. Virtual Files have names but no file numbers.

Abbreviation	Files Name	File ID
IEF	Inop Equipment	AHO01I
IEPF	Inop Equipment Parts	AHO02I
DITE	Daily Inop Transfer Errors	AHO03I
CWO	Completed Work Order	AHO04I
WWO	Weekly Work Order	AHO05I
WWOP	Weekly Work Order Parts	AHO06I

Abbreviation	Files Name	File ID
MUF	Manpower Utilization	AHO08I
ECC	ECC Master	AHO13I
UIC	UIC Master	AHO14I
EMF	Equipment Master	AHO15I
CORR	Daily Inop Corrections	AHO19I
MPF	MMC Parameter	AHO20I
BPF	BN Parameter	AHO21I
ECPS	ECPS	AHO22I
ORF	Operational Readiness Float Master	AHO25I

d. Ad Hoc Inquiry also accesses those virtual files created in the Define User Files process and produces reports on forms created in the Ad Hoc Form Generator process.

e. Each piece of data in a file is called a data element. In this process, the system identifies the data element by its Ad Hoc Alias. The Ad Hoc Alias entered tells the system which data to extract from the file. The Alias Reference List by File (fig. 5.2-9 thru 5.2-23) shows each file and the aliases it uses.

f. Figure 5.2-1 shows the combinations of physical files used to make virtual files. Figure 5.2-2 shows the virtual files used by Ad Hoc preformatted reports.

FILES	IEF	IEPF	DITE	CWO	WWO	ECC	UIC	EMF
Physical ⇨								
Virtual ⇩	AHO01I	AHO02I	AHO03I	AHO04I	AHO05I	AHO13I	AHO14I	AHO15I
COMPLWO				X		X	X	
EMF						X		X
INOP	X						X	
INOPCORR	X		X					
INOPPARTS	X	X					X	
INOPWO	X	X						
WO					X	X	X	

Figure 5.2-1. SAMS-2 Virtual Files.

VIRTUAL FILE	PREFORMATTED REPORT
COMPLWO	COMPLWO1 COMPLWO2
INOP	INOP1 INOP2 INOP3
INOPPARTS	INOPPARTS1
WO	WO1 WO2

NOTE: See figure 5.2-8 for report format.

Figure 5.2-2. Preformatted Reports.

5.2.1 Ad Hoc Inquiry Procedures.

a. Select Ad Hoc Inquiry from the Inquiry Activity Menu screen. Press [Ctrl-F1] to display the Ad Hoc Inquiry screen (fig. 5.2-3).

```
Enter the inquiry name, prefix and [c-F2], or [c-F4] to exit.
                                                    Adhoc Inquiry
 Inquiry                ISAM File Name
                        [Form Name]
                        [Title]

  Data Elements to Sort          A/D  Brk? Cnt?   Printers
                                                  >prn
                                                   [VID]
                                                   User Specified Device

  Data Elements to Select        M/R   From Range       To Range        A/O

  Data Elements to Report        Length  Column Heading                 Tot?
```

Figure 5.2-3. Ad Hoc Inquiry Screen.

Legend for fig. 5.2-3:

LENGTH	FIELD NAME	DESCRIPTION
NA	Inquiry	Name of the report. [HELP] can be used to select. Blank defaults to No Name.
NA	ISAM File Name	Required entry. The name of the file which will provide the information [Ctrl-F2] displays all ISAM and virtual files for selection.
NA	[Form name]	Name of preformatted report form or form created in Form Generator process. May be selected using [Ctrl-F2]. Otherwise, leave blank. [Ctrl-F2] also displays form numbers.
N/A	[Title]	Optional entry. Title printed on standard inquiries only.
N/A	Data Elements to Sort	Selects the order in which records are listed. Up to 16 sorts can be entered. No entry defaults to the first key data element in the primary file. [Ctrl-F2] can be used to select; [F10] to delete.
	A/D	Records can be displayed in(A)scending or (D)escending order. No entry defaults to (1) Key: sequence of that data element (2) non-key: ascending.
	Brk?	Breaks records into groups when sort value changes. (Y)es=break by blank line. (P)age=break by page. Required entry for summary reports.
	Cnt?	(N)o or (Y)es. Y prints record count at each level break.

Figure 5.2-3. Ad Hoc Inquiry Screen.

LENGTH	FIELD NAME	DESCRIPTION
N/A	Printer	Entry is bypassed. PRN is automatically selected.
N/A	Data Elements to Select	Selects the records which will appear on the report. Up to 16 data elements can be entered. No entry selects the entire file. [Ctrl-F2] can be used to select; [F10] to delete.
M/R		(M)atch selects an exact match of the range value. (R)ange or no entry selects a range of records.
	From/To Range	(M)atch requires only From entry. (R)ange requires either beginning and end point or only end point of range. No entry selects all records.
	A/O	(A)nd - If data elements A and B are entered, system selects records that contain ranges for A and B. (O)r - system selects records that contain ranges for A or B.
N/A	Data Elements to Report	Data elements to be displayed and/or printed as headings. Need not be the same as entries in **7**. [Ctrl-F2] can be used to select. Up to 32 can be entered.
	Length	Size of space the field will occupy on the report.
	Column Heading	Heading which will appear. Adjust length if heading is longer than the data element name.
	Tot?	Y = Total of numeric field only. AN ERROR WILL OCCUR WHEN ATTEMPTING TO PRINT REPORT IF Y IS ENTERED FOR A NON-NUMERIC FIELD.

Figure 5.2-3. Ad Hoc Inquiry Screen-continued.

b. When the Ad Hoc Inquiry screen appears, the Inquiry field is highlighted. Enter the report name and press [Enter]. Enter the file name/number and press [Enter] or use [Ctrl-F2] to select. The system verifies the file structures. THIS TAKES SEVERAL MINUTES.

(1) To use a preformatted report scroll down to the form name and press [Enter], or use [Ctrl-F2] to select. (Level breaks and totals cannot be used with these forms.)

(2) To use the standard format, leave the Form Name entry blank. Press [Enter].

c. Enter a title for a standard report format only, or leave blank. Press [Enter].

d. The remaining entries on the screen tell the system:

(1) The order in which to display or list the records (Data Elements to Sort).

(2) Which records will appear on the display and/or printed output (Data Elements to Select).

(3) The data elements and their headings to be displayed or printed on the report (Data Elements to Report).

e. To demonstrate this process, an example is used below. The objective is to find the status of 2 1/2 ton trucks evacuated to support maintenance for repair, list them by customer and in date received sequence, provide a total quantity received and repaired (not yet picked up) and place a break between customers. Inquiry Name (Trucks) and File Name (AHO05I) have been entered on the Ad Hoc Inquiry screen.

(1) The primary data element by which to sort the data must be entered. This is a required field. [Ctrl-F2] can be used to select.

NOTE: Ad Hoc Inquiry is NOT case sensitive. The following entries are capitalized only for visibility.

(a) Enter UICUST, press [Enter].

(b) Enter A. This will display the records in ascending sequence.

(c) Enter Y. This will place a break between records of each customer.

(d) Press [Enter]. This enters N.

NOTE: Only the primary sort is required. If second or more sorts are not needed, press [Ctrl-F1].

(2) The second data element by which to sort the data can be entered.

(a) Enter DTACP. Press [Enter].

(b) Enter A.

(c) Enter N. (When Brk? is N, the system places N in Cnt?)

(d) Press [Ctrl-F1] to highlight the Data Elements to Select field.

(3) The Data Elements to Select field, with the From Range and To Range fields, sets the boundaries for the information provided. If record selection is not limited with these boundaries, the system will provide a lot of unwanted information. To provide information on tanks, the system must search the records for ECCs assigned to tanks.

(a) Enter ECC. Press [Enter].

(b) Enter R for range of records.

(c) Enter HG. Press [Enter]. Enter HH. Press [Enter].

(d) Enter A. Press [Ctrl-F1] to highlight the Data Elements to Report field.

(4) This field specifies which data elements are displayed on the report and the order in which they are displayed. [Ctrl-F2] can be used to select. Press [Ctrl-F2]. Scroll to select UICUST. Press [Ctrl-F1]. The window disappears, the data element is entered, and the Length field is highlighted.

(5) Adjust the length if necessary. Remember to allow for headings which may be longer than the length of the actual field. Press [Enter] to highlight the Column Heading field.

(6) Enter the heading to appear at the top of the column, or leave as shown, or delete to leave blank. The size is controlled by the Length field. If the heading shown is shorter than the length, it will be truncated. Press [Enter] to highlight the Total field.

(7) Only numeric fields will total. IF Y IS ENTERED FOR A NON-NUMERIC FIELD, THE REPORT WILL ERROR WHEN PRINTING IS ATTEMPTED. Press [Enter] to enter N.

(a) To continue the example, enter:

eqnoun		Press [Ctrl-F1].
ecc	-	Press [Enter]. Change 2 to 3. Press [Ctrl-F1].
dtacp	-	Press [Ctrl-F1].
woqty	-	Press [Enter] three times. Enter Y for a total.
rpr	-	Press [Enter] three times. Enter Y for a total.
stspt	-	Press [Enter]. Change 1 to 6. Press [Enter]. Change heading to Status. Press [Enter] twice.

(b) Press [Ctrl-F4] to display the Ad Hoc Inquiry function key set (fig. 5.2-4).

Legend for fig. 5.2-4:

KEY	TITLE	DESCRIPTION
[F1]	Clear Screen	Removes data from screen.
[F3]	Edit Screen	Allows changes to all fields except Inquiry and File Name. Make changes. Press [Ctrl-F1] to confirm. Press [Ctrl-F4] . Use [F7] to save the changes.
[F4]	Select Printer	prn can be entered to send a report to the remote printer.
[F7]	File Utls	Displays the Ad Hoc Utilities function key set.
[F8]	Browse	Displays the report for review. Does not show breaks or totals.
[F9]	Count Recs	Displays the total count of records selected for the report.
[F10]	Report	Displays the Ad Hoc Print function key set.

Figure 5.2-4 Ad Hoc Inquiry Function Key Set.

(8) To save the report, press [F7] to display the Ad Hoc Utilities function key set (fig. 5.2-5).

Legend for fig. 5.2-5:

KEY	TITLE	DESCRIPTION
[F1]	Cancel	Returns to the Ad Hoc Inquiry function key set.
[F4]	Copy	Copies a saved inquiry. Enter a new Inquiry name and press [Ctrl-F1].
[F5]	Rename	Allows the name and all remaining fields to be changed.
[F7]	Save	Saves the inquiry for future use. When saved, can be accessed on the Inquiry field [Ctrl-F2] window.
[F8]	Discard Edits	Removes all changes made on this editing attempt.
[F10]	Delete	Deletes the inquiry.

Figure 5.2-5 Ad Hoc Utilities Function Key Set.

(a) Press [F7] to save the report.

(b) Press [Ctrl-F1] to confirm.

(9) To print the report, press [F10] to display the Ad Hoc Print function key set (fig. 5.2-6).

Legend for fig. 5.2-6:

KEY	TITLE	DESCRIPTION
[F1]	Cancel	Returns to the Ad Hoc Inquiry function key set.
[F4]	Wp Merge	Places selected records in Word Processor format. Not used in SAMS.
[F5]	Multiplan	Places selected records in Multiplan format. Not used in SAMS.
[F7]	Print Spec	Prints the report entries as they appear on the screen.
[F8]	Summary Only	Prints a summary report. Level breaks must be specified.
[F10]	Print Report	Prints the report as designed.

Figure 5.2-6 Ad Hoc Print Function Key set.

(a) Press [F10] to print.

(b) To exit, press [Ctrl-F4].

(10) See figure 5.2-7 for an example of the printed output.

```
                                                                    Page:  1
Date:  02/11/96
Time:  14:10:23

UICust Eq Noun                    Ecc      DtAcp      WoQty      Rpr      Status

WACTD0  M35A2C                    HG       96342      00001      00000     1
        M35A2                     HG       96358      00001      00000     B
                                                      _____      _____
                                                       2.00       0.00

WACTMF  M543A2                    HH       96033      00001      00001     R
                                                      _____      _____
                                                       1.00       1.00

WDLJA0  M35A2                     HG       96064      00001      00000     B
                                                      _____      _____
                                                       1.00       0.00

WFBBT0  M35A2                     HG       96110      00001      00000     D
                                                      _____      _____
                                                       1.00       0.00
                                                      ====       ====
                                                       5.00       1.00


5 records(s)  processed
```

Figure 5.2-7. Ad Hoc Inquiry Standard Output (example).

5.2.2 Procedures for Ad Hoc Preformatted Reports.

a. The procedures for using Ad Hoc preformatted reports are almost the same as for regular inquiries. The main differences are:

(1) The name of the preformatted report must be entered on the Ad Hoc Inquiry screen.

(2) Further entries are not required.

(3) Preformatted reports are for hard copy output and will not show on a preview screen.

b. The preformatted report formats with set data elements are shown in figure 5.2-8.

```
10/06/96    09:07                          ADHOC REPORT INOP1                                    PAGE     1
                                           --------------------------------
  OrgWon        BmprNo      EqNoun        DtInp   StOrg    DtOrg    StSpt   DtSpt   StEv1    DtEv1  StEv2   DtEv2
AAAAA0600002   HQ15      TRK CGO 2.5T    96205   M        96205    K       95001            00000          00000

10/06/96      09:07                          ADHOC REPORT INOP2                                    PAGE     1
                                           --------------------------------
  WpnSysEic      WSD1       EqNSN          DtInp   OrgWon            WSSN        MHSpt      MHEv1      MHEv2
  BAF            Y          2320001779258  96205   AAAAA0600002      33150       0.000      0.000      0.000

10/06/96    09:07                          ADHOC REPORT INOP3                                    PAGE     1
                                           --------------------------------
  OrgWon        StOrg   DtOrg    WonSpt         StSpt   DtSpt   WonEvac1   StEv1   DtEv1  WonEvac23  StEv2   DtEv2
AAAAA0600002    M       96205   JATB0A601815   K       96215

10/06/96    09:07                          ADHOC REPORT INOPPARTS1                                PAGE     1
                                           ------------------------------------------
Srce    PartNSN          PartNoun          OrgWon              PD          Sta          ESD     Rqd     OH
A       3120007821747    BUSHING           AQGT00600148        03                       00000   00006   00004

10/06/96    09:07                          ADHOC REPORT WO 1                                      PAGE     1
                                           --------------------------------
 Won              PD   EqNoun              DtAcp   StSpt   TypMt   Util    WoQty    Rpr     MHRrmn  WonEvac
M4CRAA600015      09   ELEVATOR MECH       96195   B       F       0       00003    00000   0002.0

10/06/96    09:07                          ADHOC REPORT WO2                                       PAGE     1
                                           --------------------------------
 Won              PD   UicCust   EqNoun   EqIdNSN          WoQty   DtAcp   StSpt   DtSpt   WonEvac   MHRrmn
M4CRAA600015      09   WAP7C0    M35A2C   A2320009620873   00001   96287   P       96297

10/06/96    09:07                          ADHOC REPORT COMPLWO1                                  PAGE     1
                                           ------------------------------------------
ECC      EqNSN            APC          MHExM        Cmdty        Rpr          StCmp       DtCmp
FB       1015010766741                 000000       C            00001        S           96288

10/06/96    09:07                          ADHOC REPORT COMPLWO2                                  PAGE     1
                                           --------------------------------
WON                  EqNoun          SnLen     MHExM        Rpr          StCmp        DtCmp
JATB0A604814         SENSOR INT      00897A    00000.0      00001        S            96288
```

Figure 5.2-8. Preformatted Ad Hoc Report Formats (example)

c. On the Ad Hoc Inquiry screen, enter Inquiry Name and press [Enter]. Enter File Name and press [Enter]. The system verifies the structures and the highlight appears on the Form Name field.

(1) Enter the name of the preformatted report, or use [Ctrl-F2] to select. Their names are:

(a) ComplWO1.

(b) ComplWO2.

(c) Inop1.

(d) Inop2.

(e) Inop3.

(f) Inopparts1.

(g) WO1.

(h) WO2.

(2) Once the name has been entered, press [Ctrl-F1].

(3) Press [Ctrl-F4] twice to display the Ad Hoc Inquiry function key set.

(4) Press [F10] to display the Ad Hoc Print function key set.

(5) Press [F10] to print the report.

(6) Press [Ctrl-F4] twice to exit.

IEF INOPERATIVE EQUIPMENT AHO01I

ADHOC ALIAS	SCREEN/LITERAL	LENGTH
WONORG	ORGWON (Key)	12
UICMAD	(Org Maint Activity Designator) Key)	5
OMAD	(Org Maint Activity Designator)	5
ORGIS	(WON Org, Intra-Shop Code)	1
ORGYR	(WON Org, Year Within Decade)	1
ORGSN	(WON Org, Sequence Number)	5
MALFUNC	Malfunction Description	16
STAMISCD	STAMIS Code	1
DIVIND	Division Indicator	1
STORG	Work Request Status, Org	1
DTORG	Status Date, Org	5
TMORG	Status Time, Org	4
DATEINOPORD	Date Inop, Ordinal (Key)	5
DTINP	Date Inop, Ordinal	5
WON	Support WON (Key)	12
WOMAD	WON, Maint Activity, Designator)	5
WOIS	(WON, Intra-Shop Code)	1
WOYR	(WON, Year Within Decade)	1
WOSN	(WON, Sequence Number)	5
STSPT	Work Request Status Cd, Support	1
DTSPT	Status Date, Support	5
TMSPT	Status Time, Support	4
ACSPT	Date Accepted, Support	5
MHSPT	Man Hours Remaining, Tenths, Spt	5
WONEVAC1	Evacuation WON1	12
STEV1	Work Request Status Cd, Evac 1	1
DTEV1	Status Date, Evac1	5
TMEV1	Status Time, Evac 1	4
ACEV1	Date Accepted, Evac 1	5
MHEV1	MH Remaining, Tenths, Evac1	5
WONEVAC2	Evacuation WON2	12
	NOTE: Entries in parenthesis in this column do not appear on the Inop Equipment process screens.	

Figure 5.2-9. Alias Reference List by File, Inoperative Equipment (sheet 1 of 2).

IEF INOPERATIVE EQUIPMENT AHO01I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
STEV2	Work Request Status Cd, Evac 2	1
DTEV2	Status Date, Evac 2	5
TMEV2	Status Time, Evac 2	4
ACEV2	Date Accepted, Evac 2	5
MHEV2	MH Remaining Tenths, Evac 2	5
WPNSYSEIC	Weapon System End Item Code (Key)	3
WSCD	Weapons System End Item Code	3
WPNSYSSNLCNFLD	Weapon System Serial Number (Key)	15
WSSN	Weapon System Serial Number	15
WSDL	Weapons System Deadlined DSG	1
EQID	ID of Equipment Stock Number	1
EQNSN	NSN of Equipment	15
EQIPSNLCNFLD	Equipment Serial Number (Key)	15
EQSN	Equipment Serial Number	15
BMPRNO	Bumper Number	6
ERC	Equipment Readiness Code	1
EQNOUN	Equipment Noun	21
MTRLCONDREPTDSG	MCS Reporting Designator (Key)	1
MCSR	MCS Reporting Designator	1
ORGWON	Organization WON	12
WONSPT	Support WON	12
MHSPT_1	MH Remaining, Whole No, Support	4
MHSPT_2	MH Remaining, Tenths, Support	1
MHEV1_1	MH Remaining, Whole No, Evac 1	4
MHEV1_2	MH Remaining, Tenths, Evac 1	1
MHEV2_1	MH Remaining, Whole No, Evac 2	4
MHEV2_2	MH Remaining, Tenths, Evac 2	1
	NOTE: Entries in parenthesis in this column do not appear on the Inop Equipment process screens.	

Figure 5.2-9. Alias Reference List by File, Inoperative Equipment (sheet 2 of 2).

IEPF INOPERATIVE EQUIPMENT PARTS AHO02I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
IEPFKEY	(Key to IEPF File)	42
WONORG	Organization WON (Key)	12
WONORGUIC	Organization UIC	5
OMAD	(Org Maint Activity Designator)	5
ORGIS	(WON, Org Intra-Shop)	1
ORGYR	(WON, Org Year Within Decade)	1
ORGSN	WON, Org Sequence Number)	5
PARTI	ID of Part Stock Number	1
PARTNSN	NSN of Part	15
DOCUNO	Document Number (Key)	14
DODAAC	DODAAC	6
DOCCONNO	Document Control Number	8
STAMISCD	STAMIS Code	1
PARTSRCECD	Part Source Code (Key)	1
SRCE	Part Source Code	1
PD	Priority Designator (Key)	2
STA	Supply Status Code	2
DATE	Supply Status Date	5
RQD	Quantity Required	5
ESD	Estimated Shipping Date	5
OH	On-Hand Quantity	5
LVL	Maintenance Level	1
UPDATEINDIC	Update Indicator	1
CUMDLY	Cumulative Delay	5
FILLER	(Not Used)	5
	NOTE: Entries in parenthesis in this column do not appear on the Inop Equipment process screens.	

Figure 5.2-10. Alias Reference List by File, Inoperative Equipment Parts

IEPF INOPERATIVE EQUIPMENT PARTS AHO03I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
DIC	Document Identifier Code (Key)	3
ACTCD	Action Code	1
WONORG	Organization WON (Key)	12
ORGWON	Organization WON	12
PARTI	ID of Part Stock Number	1
PARTNSN	NSN of Part	15
RECCNT	Record Count	1
TRANSFERDATAFLD	Transfer Data Field	87
ERRORMSG	Error Message	58
	NOTE: Entries in parenthesis in this column do not appear on the Inop Equipment process screens.	

Figure 5.2-11. Alias Reference List by File, Daily Inop Transfer Errors.

CWO COMPLETED WORK ORDER AHO04I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
SVC	Service	1
WON	WON (Key)	12
WONUIC	WON Maint Unit ID Code. (Key)	5
WOMAD	(WON, Maint Activity,	5
WOIS	Designator)	1
WOYR	(WON Org, Intra-Shop Code)	1
WOSN	(WON, Year Within Decade)	5
WONORG	(WON, Sequence Number)	12
UICMAD	Org WON (Key)	5
OMAD	UIC Maint Activity Designator	5
ORGIS	Org Main Activity Designator	1
ORGYR	WON, Org Intra-Shop	1
ORGSN	WON, Org Year Within Decade	5
EQID	WON, Org Sequence Number	1
PARTNOFLS	ID of Equip Stock Number	15
EQNSN	Part Number Field	15
EI	NSN of Equip	1
ECC	End Item Component Designator	2
EIC	Equip Category Code (Key)	3
EQNOUN	End Item Code	21
UICCUST	Equip Noun	6
UICUST	UIC Customer (Key)	6
PD	UIC Customer	2
APC	Priority Designator	4
PROJ	Account Processing Code	3
UTIL	Project Code	1
SHOPCD	Equip Utilization Code	1
TYPMT	Shop Section Code	1
SNLCN	Type Maint Code	15
BUMPERNO	Equip Serial No/Local Control No	6
WRNTYDSG	Bumper Number	1
STSPT	Cond Dsg Warranty	1
DTSPT	WO Status SPT	5
DTACP	Status Date	5
DATECOMPLORD	Date Accepted, Ordinal	5
DTCMP	Date Completed, Ordinal (Key)	5
STCMP	Date Completed, Ordinal	1
WOQTY	Work Request Status Cd, Compl	5
RPR	WO Quantity Rec	5
MHPRJ	Qty Repaired	5
MHEXP	Man Hours Projected	5
	Man Hours Expended	
	NOTE: Entries in parenthesis in this column do not appear on the the Closed WO Inquiry screens.	

Figure 5.2-12. Alias Reference List by File, Completed Work Order (sheet 1 of 3).

CWO COMPLETED WORK ORDER AHO04I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH

MHRMN	Man Hours Remaining	5
WONEVAC	EVAC WON	12
MHEXC	Man Hours Expended, Civilian	5
MHEXM	Man Hours Expended, Military	5
COSTCIV	Direct Labor Cost, Civilian	8
COSTMIL	Direct Labor Cost, Military	8
COSTOVHD	Indirect Labor Cost (Overhead)	8
TOTPARTCOST	Total Estimated Parts Cost	11
ORFCD	ORF Trans Code	11
SCDID	SDC Ind	1
RQDMT	Required Maint Code	1
DTDUESVC	Service Due Date	5
USECD1	Usage Code , Type	1
USAGE1	Usage, Quantity	6
USECD2	Usage Code, Type	1
USAGE2	Usage, Quantity	6
USECD3	Usage Code, Type	1
USAGE3	Usage , Quantity	6
MALFUNC	Malfuction Description	16
HST	Work Request Status History Cd	1
HDT	Status History Date, Ordinal	5
HTM	Status History,Military Time	4
UICSPT	Support UIC (Key)	6
FILLER	(Not Used)	7
MHPROJ_1	Man Hours Projected, Whole No	4
MHPROJ_2	Man Hours Projected, Tenths	1
MHEXP_1	Man Hours Expended, Whole No	4
MHEXP_2	Man Hours Expended, Tenths	1
MHEXC_1	Man Hours Exp, Whole No, Civ	4
MHEXC_2	Man Hours Expanded, Tenths, Civ	1
MHEXM_1	Man Hours Exp, Whole No, Mil	4
MHEXM_2	Man Hours Exp, Tenths, Military	1
MHRMN_1	Man Hours Remaining, Whole No	4
MHRMN_2	Man Hours Remaining, Tenths	1
	NOTE: Entries in parenthesis in this column do not appear on the the Closed WO Inquiry screens.	

Figure 5.2-12. Alias Reference List by File, Completed Work Order (sheet 2 of 3).

CWO COMPLETED WORK ORDER AHO04I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
COSTCIV_1	Direct Labor Cost, Dollars, Civ	6
COSTCIV_2	Direct Labor Cost, Cents, Civ	2
COSTMIL_1	Direct Labor Cost, Dollars, Mil	6
COSTMIL_2	Direct Labor Cost, Cents, Mil	2
COSTOVHD_1	Indirect Labor Cost, Dollars	6
COSTOVHD_2	Indirect Labor Cost, Cents	2
TOTPARTCOST_1	Total Est Parts Cost, Dolllars	9
TOTPARTCOST_2	Total Est Parts Cost, Cents	2
	NOTE: Entries in parenthesis in this column do not appear on the Closed WO Inquiry screens.	

Figure 5.2-12. Alias Reference List by File, Completed Work Order (sheet 3 of 3).

WWO WEEKLY WORK ORDER REGISTER AHO05I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
SVCDSGUIC	Service Designator Code	1
WON	WON (Key)	12
WONUIC	WON Maint Activity Designator	5
WOMAD	(WON, Maint Activity, Designator)	5
WOIS	(WON Org, Intra-Shop Code)	1
WOYR	(WON, Year Within Decade)	1
WOSN	(WON, Sequence Number)	5
WONORG	Org WON (Key)	12
UICMAD	UIC Maint Activity Designator	5
OMAD	Org Main Activity Designator	5
ORGIS	WON, Org Intra-Shop	1
ORGSN	WON, Org Sequence Number	5
EQID	ID of Equip Stock Number	1
EQNSN	NSN of Equip	15
EI	End Item Component Designator	1
ECC	Equip Category Code (Key)	2
EIC	End Item Code	3
EQNOUN	Noun of Equipment	21
UICCUST	UIC Customer (Key)	6
UICUST	UIC Customer	6
PD	Priority Designator (Key)	2
APC	Account Processing Code	4
PROJ	Project Code	3
UTIL	(Equip Utilization Code)	1
SHOP	Shop Section	1
TYPMT	Type Maintenance Code	1
EQSERIALNO	Equip Serial Number	15
BUMPERNO	Bumper Number	6
WRNTYDSG	Cond Designator Warranty	1
STSPT	Work Request Status Code	1
DTSPT	Status Date	5
DATECOMPLORD	Date Accepted (Key)	5
DTACP	Date Accepted	5
DTCMP	Date Completed, Ordinal	5
STCMP	Completion Code	1
WOQTY	Qty Received	5
RPR	Qty Repaired	5
	NOTE: Entries in parenthesis in this column do not appear on the Inop Equipment process screens.	

Figure 5.2-13. Alias Reference List by File, Weekly Work Order Register (sheet 1 of 3).

WWO WEEKLY WORK ORDER REGISTER AHO05I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
MHPRJ	Man Hours Projected	5
MHEXP	Man Hours Expended	5
MHRMN	Man Hours Remaining	5
WONEVAC	Evacuation WON	12
MHEXC	Manhours Expended Civ	5
MHEXM	Manhours Expended Mil	5
COSTCIV	Direct Labor Cost Civ	8
COSTMIL	Direct Labor Cost Mil	8
COSTOVHD	Indirect Labor Cost	8
TOTPARTCOST	Total Estimated Part Cost	11
ORFCD	ORF Trans Code	1
SDIND	Sample Data Collection Indicator	1
RQDMT	RQD MNT Code	1
DTDUESVC	SVC Due Date	5
USECD1	Usage Code, Type	1
USAGE1	Usage, Quantity	6
USECD2	Usage Code, Type	1
USAGE2	Usage, Quantity	6
USECD3	Usage Code, Type	1
USAGE3	Usage, Quantity	6
MALFUNC	Malfuction Description	16
UICSPT	UIC Support (Key)	6
FILLER	(Not Used)	7
MHPRJ_1	Man Hours Projected, Whole No	4
MHPRJ_2	Man Hours Projected, Tenths	1
MHEXP_1	Man Hours Expended, Whole No	4
MHEXP_2	Man Hours Expended, Tenths	1
MHRMN_1	Man Hours Remaining, Whole No	4
MHRMN_2	Man Hours Remaining, Tenths	1
	NOTE: Entries in parenthesis in this column do not appear on the Open WO Inquiry process screens.	

Figure 5.2-13. Alias Reference List by File, Weekly Work Order Register (sheet 2 of 3).

WWO WEEKLY WORK ORDER REGISTER AHO05I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
MHEXPC_1	Man Hours Exp.,Whole No, Civ	4
MHEXPC_2	Man Hours Exp., Tenths, Civ	1
MHEXPM_1	Man Hours Exp., Whole No, Mil	4
MHEXPM_2	Man Hours Exp., Tenths, Mil	1
COSTCIV_1	Direct Labor Cost, Dollars, Civ	6
COSTCIV_2	Direct Labor Cost, Cents, Civ	2
COSTMIL_1	Direct Labor Cost Dollars, Mil	6
COSTMIL_2	Direct Labor Cost Cents, Mil	2
COSTOVHD_1	Indirect Labor Cost, Dollars	6
COSTOVHD_2	Indirect Labor Coost, Cents	2
TOTPARTCOST_1	Total Estimated Part Cost, Dollars	9
TOTPARTCOST_2	Tota Estimated Part Cost, Cents	2
	NOTE: Entries in parenthesis in this column do not appear on the Open WO Inquiry process screens.	

Figure 5.2-13. Alias Reference List by File, Weekly Work Order Register (sheet 3 of 3).

WWOP WEEKLY WORK ORDER PARTS AHO06I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
FILLER	(Not Used)	1
PARTSKEY	(Key to WWOP)	32
WON	WON (Key)	12
WOMAD	(WON Maint Activity Designator)	5
WOIS	(WON Intra-Shop Code)	1
WOYR	(WON Year in Decade)	1
WONO	WON Sequence Number	5
TASK	Task Number	3
PARTI	ID of Part Stock Number	1
PARTNSN	NSN of Part	15
SFX	Suffix Code	1
DODAAC	DODAAC	6
DOCCONNO	Document Control Number	8
PARTNOUN	Noun of Part	12
PD	Priority Designator (Key)	2
PARTSRCECD	Part Source Code (Key)	1
SRCE	Part Source Code	1
STA	Supply Status Code	2
DATE	Supply Status Date	5
DI	Quantity Due-In	5
REQ	Quantity Requested (Doc Reg)	5
ISS	Quantity Issued	5
USED	Quantity Consumed	5
RQD	Quantity Required (Part Record)	5
ESD	Estimated Shipping Date	5
UICSPT	UIC Support (Key)	6
DOCNO	Document Number	14
PARTIDNSN	ID and NSN of Part	16
	NOTE: Entries in parenthesis in this column do not appear on the Open WO Inquiry process screens.	

Figure 5.2-14. Alias Reference List by File, Weekly Work Order Parts.

MUF MANPOWER UTILIZATION AHO08I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
MUFKEY	(UIC Spt, Shop, WC Cd, SDate)(Key)	17
USWKEY	(UIC Spt, Shop, WC Cd)(Key)	12
UICSPT	Support UIC	6
SHOPSECCD	Shop Section Code	1
SHOP	Shop Section Code	1
WCCD	Work Center Code	5
SDATE	Report Start Date, Ordinal	5
EDATE	Report End Date, Ordinal	5
WCDESCR	Work Center Description	21
MONTH	Report Month	2
DAAVAIL	Days Available	2
MILOH	Total Military On-Hand this Work Cntr	2
CIVOH	Total Civilians On-Hand this Work Cntr	2
CMDTY1	Commodity Code, 1	1
QTY	Personnel Available Qty, Cmdty Code 1	2
CMDTY2	Commodity Code, 2	1
QTY2	Personnel Available Qty, Cmdty Code 2	2
CMDTY3	Commodity Code, 3	1
QTY3	Personnel Available Qty, Cmdty Code 3	2
CMDTY4	Commodity Code, 4	1
QTY4	Personnel Available Qty, Cmdty Code 4	2
CMDTY5	Commodity Code, 5	1
QTY5	Personnel Available Qty, Cmdty Code 5	2
CMDTY6	Commodity Code, 6	1
QTY6	Personnel Available Qty, Cmdty Code 6	2
CMDTY7	Commodity Code, 7	1
QTY7	Personnel Available Qty, Cmdty Code 7	2
	NOTE: Aliases shown between asterisks include tenths, but will not display a decimal point on the printout.	
*		
MILDL	Direct Labor Mhrs Expended, Military	6
MILIDLOT	Indirect Lbr Overtime Mhrs Exp, Mil	5
MILDLOT	Direct Lbr Overtime Mhrs Exp, Mil	5
MILDLBWD	Direct Lbr Mhrs Borrowed, Mil	5

Figure 5.2-15. Alias Reference List by File, Manpower Utilization (sheet 1 of 5).

MUF MANPOWER UTILIZATION AHO08I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
MILDLLND	Direct Lbr Mhrs Loaned, Mil	5
CIVDL	Direct Labor Mhrs Expended, Civilian	6
CIVIDLOT	Indirect Lbr Overtime Mhrs Exp, Civ	5
CIVDLOT	Direct Lbr Overtime Mhrs Exp, Civ	5
CIVDLBWD	Direct Lbr Mhrs Borrowed, Civ	5
CIVDLLND	Direct Lbr Mhrs Loaned, Civ	5
DL01	Direct Lbr Mhrs Exp by Personnel in Assigned Labor Code (ASGLC) 01	6
DL03	Direct Lbr Mhrs Exp by Personnel in ASGLC 03	5
DL04	Direct Lbr Mhrs Exp by Personnel in ASGLC 04	5
DL06	Direct Lbr Mhrs Exp by Personnel in ASGLC 06	5
DL11	Direct Lbr Mhrs Exp by Personnel in ASGLC 11	5
DL13	Direct Lbr Mhrs Exp by Personnel in ASGLC 13	5
DL16	Direct Lbr Mhrs Exp by Personnel in ASGLC 16	5
DL17	Direct Lbr Mhrs Exp by Personnel in ASGLC 17	5
IDL01	Indirect Lbr Mhrs Exp by Personnel in ASGLC 01	5
IDL03	Indirect Lbr Mhrs Exp by Personnel in ASGLC 03	5
IDL04	Indirect Lbr Mhrs Exp by Personnel in ASGLC 04	5
IDL06	Indirect Lbr Mhrs Exp by Personnel in ASGLC 06	5

Figure 5.2-15. Alias Reference List by File, Manpower Utilization (sheet 2 of 5).

MUF MANPOWER UTILIZATION AHO08I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
IDL11	Indirect Lbr Mhrs Exp by Personnel in ASGLC 11	5
IDL13	Indirect Lbr Mhrs Exp by Personnel in ASGLC 13	5
IDL16	Indirect Lbr Mhrs Exp by Personnel in ASGLC 16	5
IDL17	Indirect Lbr Mhrs Exp by Personnel in ASGLC 17	5
TNG01	Mnhrs Exp in Training by Personnel in ASGLC 01	5
TNG03	Mnhrs Exp in Training by Personnel in ASGLC 03	5
TNG04	Mnhrs Exp in Training by Personnel in ASGLC 04	5
TNG06	Mnhrs Exp in Training by Personnel in ASGLC 06	5
TNG11	Mnhrs Exp in Training by Personnel in ASGLC 11	5
TNG13	Mnhrs Exp in Training by Personnel in ASGLC 13	5
TNG16	Mnhrs Exp in Training by Personnel in ASGLC 16	5
TNG17	Mnhrs Exp in Training by Personnel in ASGLC 17	5
UDY01	Mhrs Exp in Unit Duty by Personnel in ASGLC 01	5
UDY03	Mhrs Exp in Unit Duty by Personnel in ASGLC 03	5
UDY04	Mhrs Exp in Unit Duty by Personnel in ASGLC 04	5
UDY06	Mhrs Exp in Unit Duty by Personnel in ASGLC 06	5
UDY11	Mhrs Exp in Unit Duty by Personnel in ASGLC 11	5
UDY13	Mhrs Exp in Unit Duty by Personnel in ASGLC 13	5

Figure 5.2-15. Alias Reference List by File, Manpower Utilization (sheet 3 of 5).

MUF MANPOWER UTILIZATION AHO08I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
UDY16	Mhrs Exp in Unit Duty by Personnel in ASGLC 16	5
UDY17	Mhrs Exp in Unit Duty by Personnel in ASGLC 17	5
LAG01	Lag Time for Personnel in ASGLC 01	5
LAG03	Lag Time for Personnel in ASGLC 01	5
LAG04	Lag Time for Personnel in ASGLC 01	5
LAG06	Lag Time for Personnel in ASGLC 01	5
LAG11	Lag Time for Personnel in ASGLC 01	5
LAG13	Lag Time for Personnel in ASGLC 01	5
LAG16	Lag Time for Personnel in ASGLC 01	5
LAG17	Lag Time for Personnel in ASGLC 01	5
TDY01	TDY Hrs for Personnel in ASGLC 01	5
TDY03	TDY Hrs for Personnel in ASGLC 03	5
TDY04	TDY Hrs for Personnel in ASGLC 04	5
TDY06	TDY Hrs for Personnel in ASGLC 06	5
TDY11	TDY Hrs for Personnel in ASGLC 11	5
TDY13	TDY Hrs for Personnel in ASGLC 13	5
TDY16	TDY Hrs for Personnel in ASGLC 16	5
TDY17	TDY Hrs for Personnel in ASGLC 17	5
OTH01	Mhrs Exp in Other by Personnel in ASGLC 01	5
OTH03	Mhrs Exp in Other by Personnel in ASGLC 03	5
OTH04	Mhrs Exp in Other by Personnel in ASGLC 04	5
OTH06	Mhrs Exp in Other by Personnel in ASGLC 06	5
OTH11	Mhrs Exp in Other by Personnel in ASGLC 11	5
OTH13	Mhrs Exp in Other by Personnel in ASGLC 13	5
OTH16	Mhrs Exp in Other by Personnel in ASGLC 16	5
OTH17	Mhrs Exp in Other by Personnel in ASGLC 17	5

Figure 5.2-15. Alias Reference List by File, Manpower Utilization (sheet 4 of 5).

MUF MANPOWER UTILIZATION AHO08I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
ACC01	Accountable Mhrs Exp, ASGLC 01	6
ACC03	Accountable Mhrs Exp, ASGLC 03	6
ACC04	Accountable Mhrs Exp, ASGLC 04	6
ACC06	Accountable Mhrs Exp, ASGLC 06	6
ACC11	Accountable Mhrs Exp, ASGLC 11	6
ACC13	Accountable Mhrs Exp, ASGLC 13	6
ACC16	Accountable Mhrs Exp, ASGLC 16	6
ACC17	Accountable Mhrs Exp, ASGLC 17	6
MILID	Total Indirect Lbr Mhrs, Mil, this Work Cntr	6
CIVID	Total Indirect Lbr Mhrs, Civ, this Work Cntr	6
MILNP	Total Nonproductive Time, Mil, this Work Cntr	6
CIVNP	Total Nonproductive Time, Civ, this Work Cntr	6
MILLG	Total Lag Time, Mil, the Work Cntr	5
CIVLG	Total Lag Time, Civ, this Work Cntr	5

* NOTE: Aliases shown between asterisks include tenths, but will not display a decimal point on the printout.

Figure 5.2-15. Alias Reference List by File, Manpower Utilization (sheet 5 of 5).

ECC ECC MASTER AHO13I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
ECC	Equip Category Code (Key)	2
CMDTY	Commodity Code	1
ECCDESCR	Equip Category Code Description	13
CMDTYDESCR	Commodity Code Description	21
	NOTE: Entries in parenthesis in this column do not appear on the ECC process screens.	

Figure 5.2-16. Alias Reference List by File, ECC Master.

UIC UIC MASTER AHO14I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
UIC	Unit Identification Code (Key)	6
SVC	(Service Designator Code, Army =W)	1
UICMAD	Maintenance Activity Designator (Key)	5
MAD	Maintenance Activity Designator	5
UNITNAME	Unit Name, Customer	21
UICPRNT	UIC Battalion (Key)	6
UICBN	UIC Battalion	6
UTIL	Equipment Utilization Code	1
UNITCATCD	Unit Category Code	1
USRCT	Unit Category Code	1
UICNBR	Unit Identification Code	6
	NOTE: Entries in parenthesis in this column do not appear on the UIC process screens.	

Figure 5.2-17. Alias Reference List by File, UIC Master.

EMF EQUIPMENT MASTER AHO15I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
IDENTPARTNOFLD	ID and NSN of Equip (Key)	16
ID	ID of Equipment Stock Number (Key)	1
PARTNOFLD	NSN of Equipment (Key)	15
NSN	NSN of Equipment	15
EIC	End Item Code	3
WPNSYSEIC	Weapon System End Item Code	3
WSEIC	Weapon System End Item Code	3
LIN	Line Item Number	6
NOUN	Noun of Equipment	21
MODEL	Model of Equipment	12
EI	End Item/Component Indicator	1
ECC	Equipment Category Code (Key)	2
MCC	Materiel Commodity Code	2
MTRLCONDREPTDSG	MCS Reporting Designator (Key)	1
MCSR	MCS Reporting Designator	1
DH	Days/Hours Designator	1
WR	Weapons Record Designator	1
SNT	SNT Designator	1
ORF	Operational Readiness Float Designator	1
AOAP	Army Oil Analysis Program Reporting Dsg	1
GL	Gain/Loss Designator	1
UR	Usage Reportable Designator	1
UM1	Numeric Month Designator 1	2
UM2	Numeric Month Designator 2	2
EU1	Type Usage Indicator 1	1
EU2	Type Usage Indicator 2	1
MU1	Max Usage Code 1	1
MAOU1	Max Operator Usage	6
MU2	Max Usage Code 2	1
MAOU2	Max Operator Usage	6
WAR	Warranty Designator	1
RBM	Readiness Based Maintenance Designator	1
RC	Maintenance Repair Code	1
USERCREATED	User Created	1
NEXTHIASSBY	Next Higher Assembly	3

Figure 5.2-18. Alias Reference List by File, Equipment Master.

CORR DAILY INOP CORRECTIONS AHO19I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
CORRKEY	(Key to CORR) (Key)	33
DIC	Doc Identifier Code	31
FILEINPTACTCD	File Input Action Code	12
WONORG	Organization Won (Key)	1
IDENTNOCD	ID of NSN	15
PARTNOFLD	NSN	1
SEQNNUM	Sequence Number	80
INOPWORKORDERDATA	(Inop Data)	
	NOTE: Entries in parenthesis in this column do not appear on the Daily Inop Correction process screens.	

Figure 5.2-19. Alias Reference List by File, Daily Inop Corrections.

MPF MMC PARAMETER AHO20I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
PARMKEY	Key to Parameter File (Key)	14
FILEID	File ID	8
FILEUNIT	Sender/Receiver ID	6
FILETEXT	Text	21
UNITTEST	Text	22
RECUNIT	Your ID	6
RECUNITTEXT	Text	21
SIC	System Identification Code	7
RECMO	Date (Month)	2
FILLER	(Not Used)	1
RECDAY	Date (Day)	2
RECYR	Date (Year)	2
RECHR	Time (Hour)	2
RECMIN	Time (Minutes)	2
RECSEC	Time (Seconds)	2
SECFILEID	(Not Used)	8
DISKNO	Disk No	2
DISKSER	(Not Used)	5
RECEIVINGID	Receiving ID	6
PHONE	Phone	24
MAXTRYS	Max Attempts	3
TRANSMODEIND	(Not Used)	1
INOUTIND	( )	6
CONIDADDRESS	Concentrator ID Address	16
	NOTE: Entries in parenthesis in this column do not appear on the MMC Update Supported User Parameter process screens.	

Figure 5.2-20. Alias Reference List by File, MMC Parameter.

BPF BN PARAMETER AHO21I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
PARMKEY	Key to Parameter File (Key)	14
FILEID	File ID	8
FILEUNIT	Sender/Receiver ID	6
FILETEXT	Text	21
UNITTEXT	Text	22
RECUNIT	Your ID	6
RECUNITTEXT	Text	21
SIC	System Identification Code	7
RECMO	Date (Month)	2
FILLER	(Not Used)	1
RECDAY	Date (Day)	2
RECYR	Date (Year)	2
RECHR	Time (Hour)	2
RECMIN	Time (Minutes)	2
RECSEC	Time (Seconds)	2
SECFILEID	(Not Used)	8
DISKNO	Disk No	2
DISKSER	(Not Used)	5
RECEIVINGID	Receiving ID	6
PHONE	Phone	24
MAXTRYS	Max Attempts	3
TRANSMODEIND	(Not Used)	1
INOUTIND	( )	6
CONIDADDRESS	Concentrator ID Address	16
	NOTE: Entries in parenthesis in this column do not appear on the BN Update Supported User Parameter process screens.	

Figure 5.2-21. Alias Reference List by File, BN Parameter.

ECPS ECPS AHO22I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
ECPSKEY	Key to ECPS File (Key)	11
ECPSUIC	Originator No UIC (Key)	6
ECPSORGNUMBER	Originator No Sequence No. (Key)	4
ECPSRECNUMBER	(Not Used) (Key)	1
STATUS	Status	6
PRIORITY	Priority	1
TO	To	21
FROM	From	21
POC	Point of Contact	21
SIC	System Identification Code	7
BASELINE	System Baseline Operating Version	10
ECPSDATE	Problem Date	8
PROCESSID	Process ID/Program ID	40
TITLE	Title of Problem/Change	45
NAMETITLE	Name & Title of Submitting Auth	70
FILLER	(Not Used)	
DESC01	Description of Change/Problem	70
DESC02	Description of Change/Problem	70
DESC03	Description of Change/Problem	70
DESC04	Description of Change/Problem	70
DESC05	Description of Change/Problem	70
AFFECT01	Affect on User	70
AFFECT02	Affect on User	70
AFFECT03	Affect on User	70
AFFECT04	Affect on User	70
AFFECT05	Affect on User	70
RECOM01	Recommended Solution/Just	70
RECOM02	Recommended Solution/Just	70
RECOM03	Recommended Solution/Just	70
RECOM04	Recommended Solution/Just	70
RECOM05	Recommended Solution/Just	70
	NOTE: Entries in parenthesis in this column do not appear on the ECPS process screens.	

Figure 5.2-22. Alias Reference List by File, ECPS.

ORF OPERATIONAL READINESS FLOAT AHO25I

AD HOC ALIAS	SCREEN/LITERAL	LENGTH
ORFKEY	ID and NSN of Equip (Key)	16
ID	ID of Equip Stock Number	1
PARTNOFLD	NSN of Equipment	15
LIN	Line Item Number (Key)	6
ITEMNOUN	Noun of Item	21
AUTH	ORF Quantilty Authorized	3
OH	ORF Quantilty On Hand	3
FMC	ORF Quantilty Full Mission Capable	3
NMC	ORF Quantilty Not Mission Capable	3
FDMDS	ORF Quantilty Demanded	5
ISSUE	ORF Quntity Issued	5
ORFTAT	ORF Turnaround Time	6
QTSPT	ORF Quantity Supported	5
ORFFCTR	(Not Used)	5
RMRKS1	Remarks	30
RMRKS2	Remarks	30
RMRKS3	Remarks	30
	NOTE: Entries in parenthesis in this column do not appear on the ORF process screens.	

Figure 5.2-23. Alias Reference List by File, Operational Readiness Float.

5.3 Define User Files.

a. This process permits SAMS-2 numbered files (AHO01I thru AHO25I) to be joined (linked). Files that are linked become virtual files and their names are displayed in the help window for the File Name field of the Ad Hoc Inquiry screen.

b. When a virtual file is created, it is for use with Ad Hoc Inquiry. It is important that files linked can provide the information required. Always check the file in the Ad Hoc Inquiry process.

c. Any physical files (AHO_ _I) that have a common data element, up to a five-file combination can be linked. A set of files whose number of data element names total more than 100 cannot be linked. Virtual files cannot be linked.

5.3.1 Virtual File - Add.

a. Select Define User Files on the Inquiry Activity Menu screen. Press [Ctrl-F1] to display the Inquiry File Definition screen.

b. The highlight is on the Virtual File Name field. To create a virtual file, enter a name. Press [Ctrl-F1] to display the Add function key set (fig. 5.3-1).

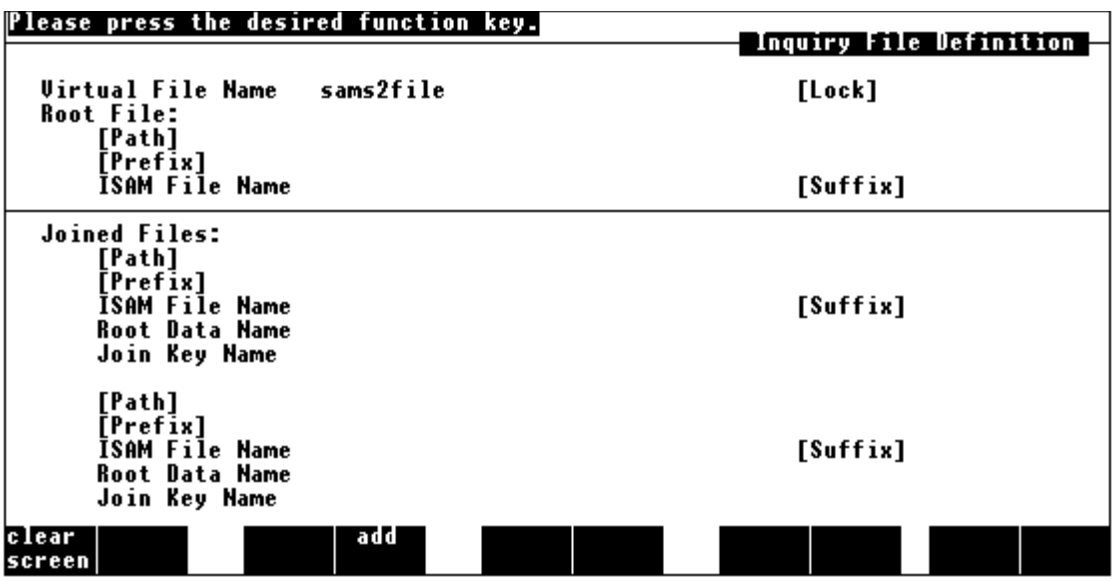


Figure 5.3-1. File Definition Add Function Key Set.

c. Press [F4] to add the virtual file just named. The file must now be defined, or described to the system. Press [Enter] to bypass the [Lock] field.

d. All virtual files have a root file. A root file is simply the one to which all the others are linked. Files are linked to the root using any root file data element. The linking data element must be a key data element in the file you are linking. Enter the root file information as follows.

(1) Enter N:\SMS\SMS2\DATA\ in the [Path] field. Press [Enter] twice.

(2) Enter the root file name (AHO_ _I) and press [Enter], or use [Ctrl-F2] to select.

e. Press [Enter]. The highlight moves to the first line of the Joined Files [Path] field.

f. The first set of file information is now numbered 001 by the system. It is easy to confuse DATA NAME and KEY NAME when linking files. DATA NAME is any data element name (in the root file) that is a key data element in the file to be linked. KEY NAME is the key data element (in the file to be linked) that means the same as the DATA NAME from the root file.

(1) Enter N:\SMS\SMS2\DATA\ . Press [Enter] twice.

(2) Enter on the File Name Line, the file name (AHO _ _ I) of the first file to be linked to the root file. Press [Enter] twice.

(3) Enter the linking data element name as it appears in the root file. Press [Enter].

(4) Enter the key data element name as it appears in the file being linked to the root. Press [Enter].

g. Repeat this process for additional files to be linked (fig. 5.3-2) and then press [Ctrl-F1].

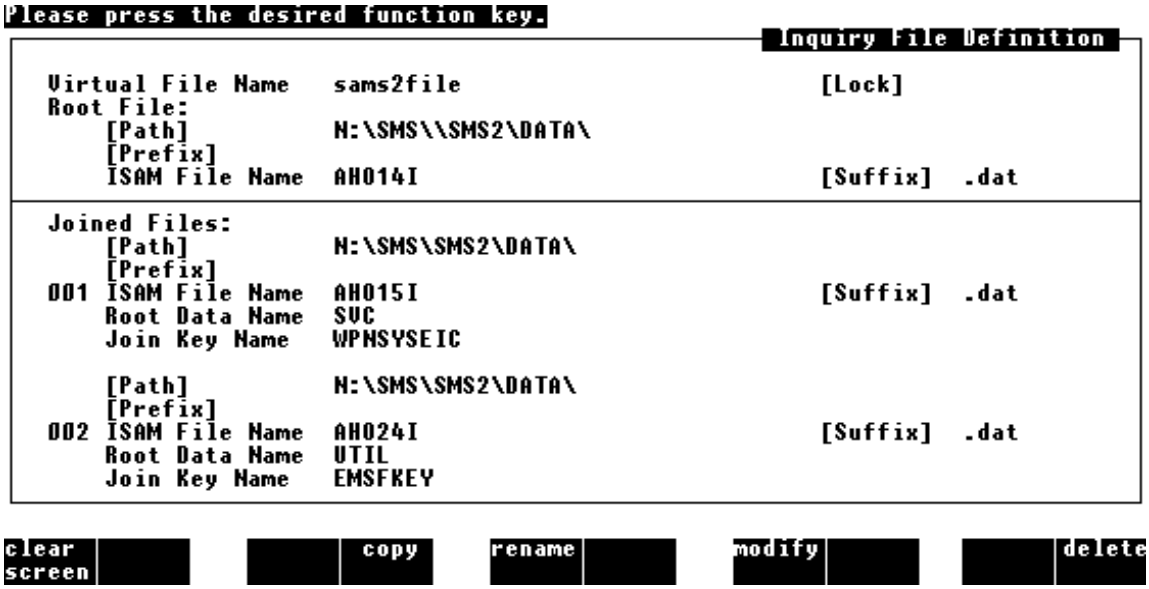


Figure 5.3-2. Inquiry File Definition (example).

h. When all files to be linked have been described, press [Ctrl-F4]. Check that the virtual file is listed on the Virtual File Name help window and then test it in Ad Hoc Inquiry.

5.3.2 Virtual File - Modify and Delete.

CAUTION

This process allows access to the seven virtual files provided with the SAMS-2 system.
Do not change or delete these.

a. To modify or delete an existing virtual file, select Define User Files on the Inquiry Activity Menu screen. Press [Ctrl-F1] to display the Inquiry File Definition screen.

(1) Press [Ctrl-F2] to display the help window (fig. 5.3-3).

```
Use [PgDn] to review.  Select entry with [c-F1].
                                                    Available Entries
                                                    AH001I
  Virtual File Name    AH001I                       AH002I
  Root File:                                        AH003I
      [Path]           N:\SMS\SMS2\DATA\            AH004I
      [Prefix]                                      AH005I
      ISAM File Name   AH001I                       AH006I
                                                    AH008I
  Joined Files:                                     AH013I
      [Path]
      [Prefix]
      ISAM File Name                                [Suffix]
      Root Data Name
      Join Key Name

      [Path]
      [Prefix]
      ISAM File Name                                [Suffix]
      Root Data Name
      Join Key Name
```

Figure 5.3-3. Inquiry File Definition Help Window (example).

(2) Scroll down the entries to find the file. Press [Ctrl-F1] to dismiss the help window and display a Modify/Delete function key set (fig. 5.3-4).

```
Please press the desired function key.
                                                    Inquiry File Definition
  Virtual File Name    AH001I                       [Lock]
  Root File:
      [Path]           N:\SMS\SMS2\DATA\
      [Prefix]
      ISAM File Name   AH001I                       [Suffix]  .DAT

  Joined Files:
      [Path]
      [Prefix]
      ISAM File Name                                [Suffix]
      Root Data Name
      Join Key Name

      [Path]
      [Prefix]
      ISAM File Name                                [Suffix]
      Root Data Name
      Join Key Name
clear                    copy    rename          modify                delete
screen
```

Figure 5.3-4. Virtual File Modify/Delete (example).

(a) To modify, press [F7]. The function key set disappears and the highlight is on the [Lock] field of the root file. Press [Enter] to select the data to be modified and make the change. Press [Ctrl-F1] to change the file.

(b) To delete, press [F10]. When the function key set disappears, press [Ctrl-F1] to delete the file.

(3) Press [Ctrl-F4] to exit.

b. The function key set can also be used to copy and rename a virtual file.

(1) The Copy key [F4] copies the root file and joined files information. When the function key set disappears, the highlight is on the Virtual File Name field. A new name must be entered because this is a copy of an existing file. The new name will show on the scroll window. Type in a new name, press [Ctrl-F1], and then modify the file.

(2) The Rename key [F5] assigns a new name to the file displayed. Type in the new name and press [Ctrl-F1]. The function key set appears so that the file can be modified if necessary. To check the new name, press [Ctrl-F4] and then press [Ctrl-F2] on the virtual file name field.

5.4 MUF Inquiry.

a. This process displays the Manpower Utilization File (MUF), AHO08I. Manhours expended by Assigned Labor Code are not displayed in this process; they appear only on the Personnel Utilization Report (PCN AHO-045).

(1) The MUF is updated in the Input/Output Activity by the Manhour Accounting input (AHN4GD) from SAMS-1.

(2) The data contained on the MUF is used to produce the Manpower Utilization Report (PCN AHO-044) and the Personnel Utilization Report (PCN AHO-045). It is also used by the production backlog reports to compute days-backlog.

(3) The MUF can contain open and closed records. SAMS-1 closes records as of the last day of the calendar month and automatically opens new records as of the first day of the following month. Each record contains data for a specific work center for the report month. The record displays manhours expended, personnel available by commodity, total military and civilians on hand, and work days available for that month. It also computes and displays assigned and available utilization percentages as it is scrolled.

(a) Direct Labor. Direct labor personnel are normally those personnel who spend more than 50 percent of their time performing repair of an item of equipment. Direct labor personnel for the purposes of manpower utilization are those personnel assigned to Labor Codes 01 or 06. (See appendix B for Assigned Labor Codes.) Direct labor manhours expended (shown on the MUF) are the total hours of work performed on work orders at a specific work center. The quantities shown include the quantities displayed in Direct Labor Overtime and Direct Labor Loaned. (See Manpower Utilization Report (PCN AHO-044) in appendix C for a detailed explanation.)

(b) Indirect Labor. Indirect labor personnel are normally those personnel who contribute to the overall maintenance activity operation as supervisors, supply clerks, administrative and maintenance controllers. Indirect labor personnel for the purposes of manpower utilization are those personnel assigned to Labor Codes 03, 04, 11, 13, 16, and 17. Maintenance technical training is indirect labor.

(c) Productive Labor. Productive labor is manhours expended in Labor Codes 01, 06, 03, 04, 11, 13, 16 and 17. These manhours are considered to contribute to the accomplishment of the DSU/GSU maintenance mission. Productive manhours may be direct or indirect. Maintenance technical training is productive labor.

(d) Nonproductive Labor. Manhours expended in military training, military unit duties, lag time, TDY and other.

(4) The MUF is purged in the Master Files Activity.

b. Select MUF Inquiry on the Inquiry Activity Menu. Press [Ctrl-F1] to display the Manpower Utilization File Inquiry screen (fig. 5.4-1).

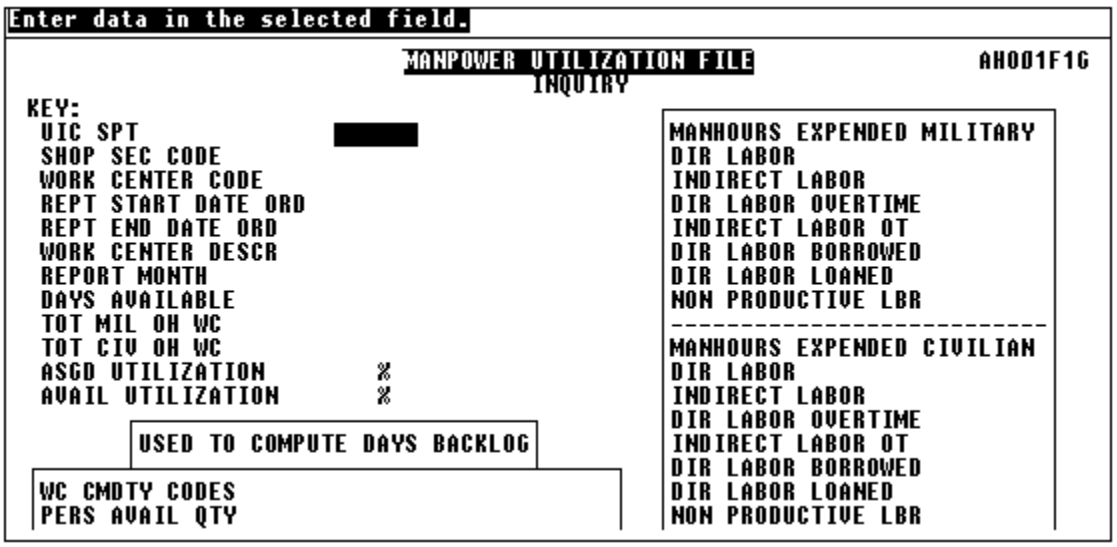


Figure 5.4-1. MUF Inquiry Screen.

(1) To view a specific record, enter the key data and press [Ctrl-F1].

(2) To look through the file, press [Ctrl-F2] and then [F8] to display a scroll window (fig. 5.4-2).

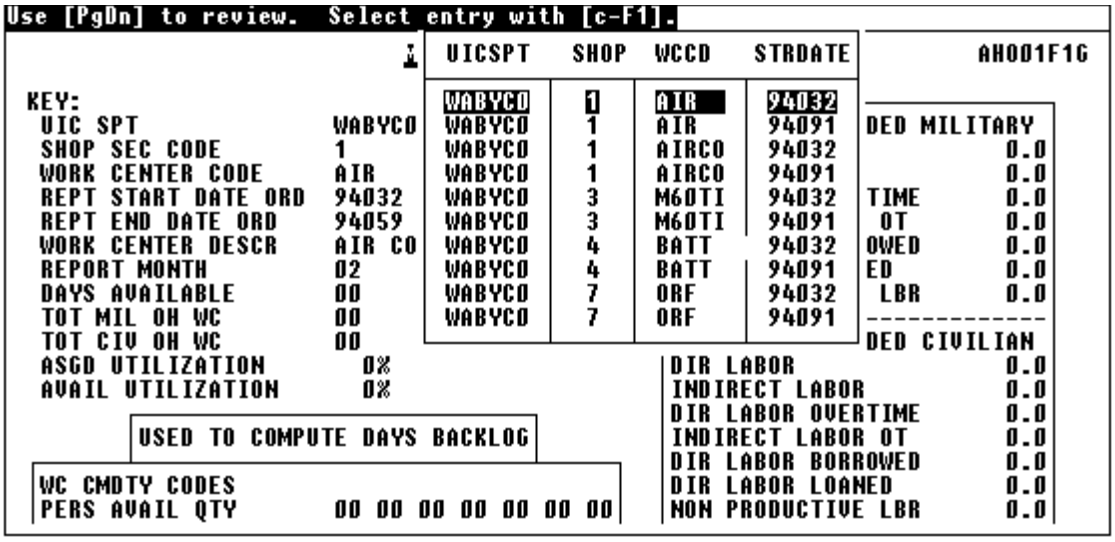


Figure 5.4-2. MUF Scroll Window (example).

(a) To select a record, move the highlight and press [Ctrl-F1]. As the file is scrolled, the system computes and displays the Assigned and Available Utilization percentages.

(b) To remove the help window, press [Esc].

(3) To return to the SAMS-2 Master Menu screen, press [Ctrl-F4].

5.5 Open WO Inquiry.

a. This process displays the Weekly Work Order (WWO) File and the Weekly WO Parts (WWOP) File. These files are updated when the Weekly WO Transfer process is run. The process shows open work orders and related parts. The data is used to produce work order reports and to update the ORF File.

b. Select Open WO Inquiry on the Inquiry Activity Menu. Press [Ctrl-F1] to display the Weekly WO Register (WWO) Special Inquiry screen.

(1) To view a specific work order, enter a WON and press [Ctrl-F1].

(2) To scroll the files, press [Ctrl-F2] to display a function key set (fig. 5.5-1).

```
Please press the desired function key.
                    WEEKLY WO REGISTER (WWO) INQUIRY                AH001F1E
   KEY:  WON                                  MALFUNCTION
         ORGWON                               DATE ACPT
  PD/SHOP SECTION CODE                        SPT STATUS
  CUSTOMER UIC                                STATUS DATE
  NOUN                                        DATE COMPL
  BUMPER NO                                   COMPL STATUS
  SERIAL NO                                   MH PROJ                  .
  ID/NSN                                      MH EXP                   .
  ECC/END ITEM CODE                           MH EXP CIV               .
  EI COMP CODE                                MH EXP MIL               .
  ORF TRANS CODE                              MH RMN                   .
  COND DSG WRNTY/SDC                          DIR LBR COST CIV $       .
  QNTY TO BE REPAIRED                         DIR LBR COST MIL $       .
  QNTY REPAIRED                               IND LBR COST     $       .
  REQUIRED MAINT CODE                         TOT PART COST $          .
  MAINT SCD SVC DATE                          TYPE MAINT REQ CODE
  USAGE CODES        1.    2.    3.           UTILIZATION CODE
  USAGE 1.        2.        3.                APC/PROJECT CODE
                                              EVAC WON
Clear                          Scroll          Scroll  Scroll
Screen                         OrgWon          Parts   WWO
```

Figure 5.5-1. Weekly WO Register (WWO) Inquiry (example).

(3) Press the appropriate function key to scroll the desired file.

(a) Press [F5] to Scroll OrgWon. This displays only work orders containing an OrgWon. The sort on this function may take several seconds.

(b) Press [F7] to Scroll Parts (fig. 5.5-2).

(c) Press [F8] to Scroll WWO.

```
Use [PgDn] to review.  Select entry with [c-F1].

     WON      ABYB0A500357        RQD      00001       STATUS        RC
     NOUN     SEAL PUMP MA        ISS      00001       DATE          95110
     ID/NSN   A 6665992253966     QTY DI   00000       ESD           00000
     DOCNO    W36BYZ50860098      SOURCE   S           TASK/SUFFIX   X01

  BUMPER NO                                   COMPL STATUS
  SERIAL NO                                   MH PROJ                  .
  ID/NSN                                      MH EXP                   .
  ECC/END ITEM CODE
  EI COMP CODE                                  WON/ID/NSN/SUFFIX
  ORF TRANS CODE
  COND DSG WRNTY/SDC                          ABYB0A500357 A 6665992253966
  QNTY TO BE REPAIRED                         ABYB0A500357 A 6665992570069
  QNTY REPAIRED                               ABYB0A500573 A 6665992254110
  REQUIRED MAINT CODE                         ABYB0A500573 A 6665992570069
  MAINT SCD SVC DATE                          ABYB0A503089 A 5865013715638
  USAGE CODES        1.    2.    3.
  USAGE 1.        2.        3.                APC/PROJECT CODE
                                              EVAC WON
```

Figure 5.5-2. Weekly WWO Parts Scroll Window (example).

(4) Press [Esc] to remove window.

(5) To exit, press [Ctrl-F4].

5.6 Closed Work Order Inquiry.

a. This process displays the Completed Work Order File (CWO) and the status history of the work orders in the file. The CWO is updated when the Weekly WO Transfer process is run. Only those records with Support Status Code (SPT STATUS) U are written to this file.

b. Select Closed WO Inquiry on the Inquiry Activity Menu. Press [Ctrl-F1] to display the Closed WO Register (CWO) Special Inquiry screen.

(1) To view a specific work order, enter the WON and press [Ctrl-F1].

(2) To scroll the file, press [Ctrl-F2] to display a function key set (fig 5.6-1).

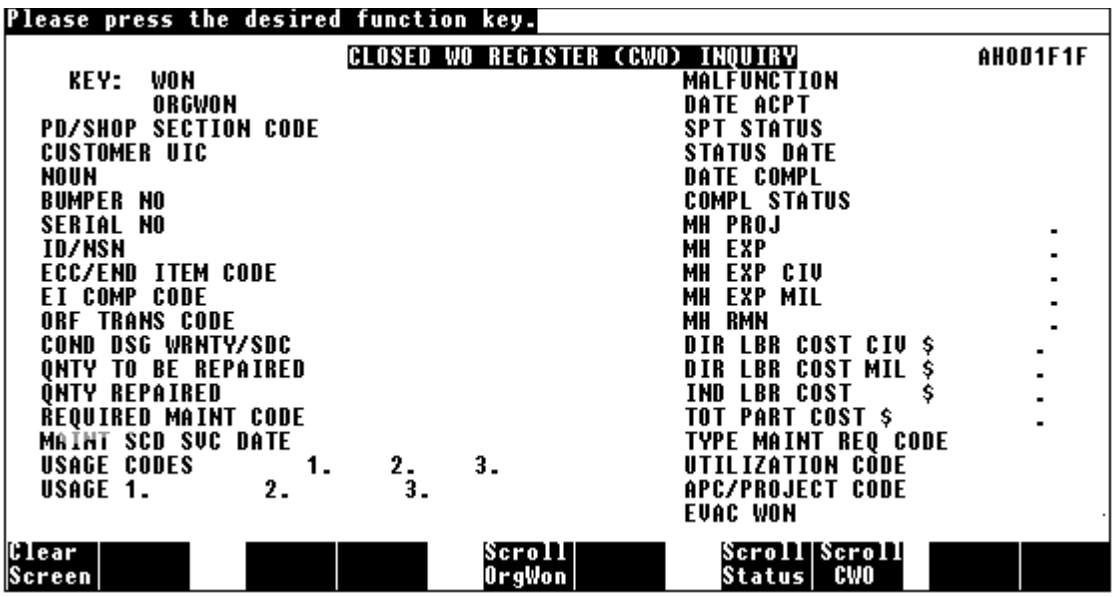


Figure 5.6-1. Closed WO Register (WO) Inquiry (example).

(a) Press [F5] to Scroll Orgwon.

(b) Press [F7] to Scroll Status (fig. 5.6-2). To select a work order, move the highlight and press [Ctrl-F1].

(c) Press [F8] to Scroll CWO.

(3) Press [Esc] to remove the status window.

(4) Press [Ctrl-F4] to exit.

```
Press [Esc] to remove status window.

                          CLOSED WO      STA HIST      INQUIRY                AH001F1F
   KEY:  WON               ABYC0A504                  MALFUNCTION TRANSFER CASE IN
         ORGWON            A77AA0500  A  95220  0943  DATE ACPT                95220
  PD/SHOP SECTION CODE                1  95220  1515  SPT STATUS                  U
  CUSTOMER UIC                   WA7  C  95240  1802  STATUS DATE              95265
  NOUN          M1038WW               1  95255  0948  DATE COMPL               95264
  BUMPER NO                      A 2  B  95261  1541  COMPL STATUS                 S
  SERIAL NO            031209         S  95264  1500  MH PROJ                    2.0
  ID/NSN             A 232001107715   R  95264  1620  MH EXP                     7.0
  ECC/END ITEM CODE              HF   U  95265  0952  MH EXP CIV                 0.0
  EI COMP CODE                                        MH EXP MIL                 7.0
  ORF TRANS CODE                                      MH RMN                     0.0
  COND DSG WRNTY/SDC                                  DIR LBR COST CIV $       0. 0
  QNTY TO BE REPAIRED             00                  DIR LBR COST MIL $     110.25
  QNTY REPAIRED                   00                  IND LBR COST     $      11. 3
  REQUIRED MAINT CODE                                 TOT PART COST $       2284. 0
  MAINT SCD SVC DATE                                  TYPE MAINT REQ CODE         1
  USAGE CODES        1. M  2.     3                   UTILIZATION CODE            0
  USAGE 1.  17701 2.       0 3.                       APC/PROJECT CODE
                                                      EVAC WON
```

Figure 5.6-2. CWO Status History Window (example).

SECTION 6. INOP EQUIPMENT

6.1 Inop Equipment Activity.

a. In SAMS, inoperative equipment (Inop) is reportable equipment (AR 700-138 or command maintenance significant) which is not mission capable (NMC). Inop data and related parts data are maintained in the records of the Inoperative Equipment File (IEF) and the Inoperative Equipment Parts File (IEPF). Both files can be viewed in this activity.

(1) The IEF and IEPF are updated automatically during the Daily Inop Transfer process of the Input/Output Activity. However, the Inoperative Equipment Activity provides five processes for updating the IEF and IEPF by keyboard entry. It also has one process for correcting errors found in the Daily Inop Transfer process.

NOTE: SCP09 eliminated acceptance of manual Inop by SAMS-1. In some rare cases, manual Inop may be entered at SAMS-2 sites using the Inoperative Equipment Report Form (DA Form 5409) and the Unit Level Deadlining Parts Report (DA Form 5410).

(2) ULLS sends Inop data from the unit level to the SAMS-1 site on diskette. If the unit cannot send the data to SAMS-1, (SAMS-1 is down) it can be sent directly to SAMS-2 in the same way. When SAMS-2 receives the data on hard copy, the processes of the Inop Equipment Activity are used to update the IEF and IEPF directly.

b. The Inop Equipment processes are:

(1) Inop Equip Add

(2) Inop Equip Modify

(3) Inop Equip Delete

(4) Inop Spt/Evac Status Update

(5) Inop Parts Maint

(6) List/Correct Inop Transfer Errors

c. These update processes have the same effect on Inop files as the Daily Inop Transfer Process. (See fig. 6.1-1.)

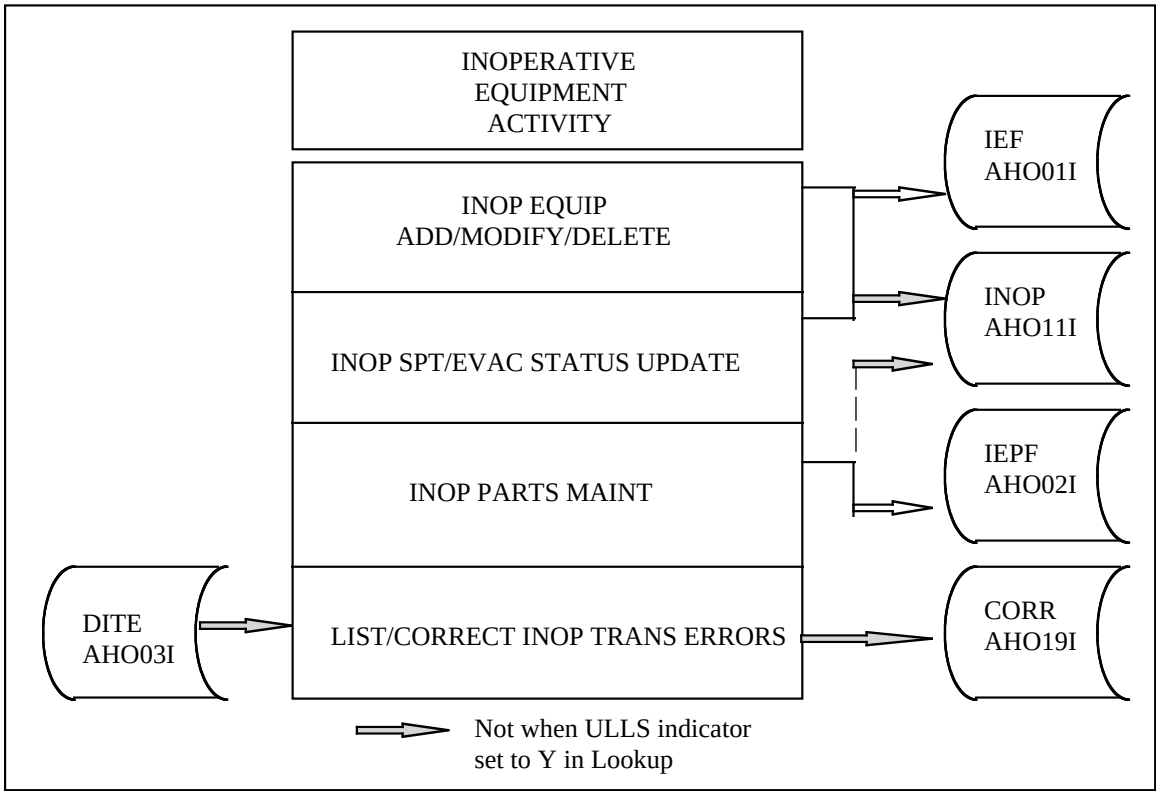


Figure 6.1-1. Updating the IEF and IEPF.

d. At SAMS-2 BN:

(1) When the ULLS indicator in the Lookup File is set to N, these transactions update the SAMS-2 Inop Transfer File (AHO11I) at the same time as the IEF and IEPF. This file is used to produce SAMS-2 Inop Transfer (AHOD1A) for SAMS-2 MMC.

(2) When the ULLS indicator in the Lookup File is set to Y, AHO11I is used as a temporary file when SAMS-2 Inop Transfer (AHOD1A) for the MMC is run. The data is taken from the IEF and IEPF.

6.2 Inop Equipment - Add.

a. This process is used to add inop records and parts records to the IEF and IEPF when Inop data is received on hard copy.

b. This process updates the IEF. When the ULLS indicator in the Lookup File is set to N, it also updates the SAMS-2 Inop Transfer File (AHO11I) at SAMS-2 BN.

c. To add parts to the IEPF for items of inoperative equipment already on file, the Inoperative Parts Maintenance Process must be used.

d. The following input forms are completed and submitted by the unit.

(1) Inoperative Equipment Report (IER), DA Form 5409, Apr 87 (fig. 6.2-1).

(2) If there are parts to be recorded, the Unit Level Deadlining Parts Report (ULDPR), DA Form 5410, Apr 87 (fig. 6.5-1).

INOPERATIVE EQUIPMENT REPORT
For use of this form, see PAM 738-750; the proponent agency is DCSLOG

1. FILE INPUT ACT CD	2. UNIT WORK ORDER NO. (ORGWON)	3. ID	4. NSN OF DEADLINED ITEM
5. SERIAL NUMBER OF DEADLINED ITEM		6. MALFUNCTION DESCRIPTION	

7. ERC	8. WS D/L	9. WS EIC	10. SERIAL NUMBER OF WEAPONS SYSTEM (WS SERIAL NO.)	11. BUMPER NO./TAIL NO.

12a. STATUS CODE	b. ORDINAL DATE	c. MILITARY TIME	d. REPORTED BY	e. DATE ENTERED AT SAMS SITE	f. TIME ENTERED	g. SAMS SITE REP INIT

13. UNIT WORK ORDER NUMBER	14. PD	15. INOP	16. PARTS	17. WAITING SHOP	18. IN SHOP	19. AT SPT MAINT	20. WAITING PICKUP	21. BUMPER NO./TAIL NO.

Legend for fig. 6.2-1:

The File Input Action Code (See appendix B). For an Add transaction, the File Input Action Code must be A.

The field names are shown on Figure 6.2-2. Inop Equipment Add screen

Figure 6.2-1. Inoperative Equipment Report Form.

e. Select the Inop Equip Add Process on the Inop Equipment Activity Menu screen. Press [Ctrl-F1] to display the Add screen (fig. 6.2-2).

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
                          INOPERATIVE EQUIPMENT                    AH003F1A
                                  ADD
                KEY:
                     ORGANIZATION WON
                ID
                NSN
                SERIAL NUMBER
                MALFUNCTION DESCRIPTION
                ERC
                WS DEADLINED
                WPN SYS EIC
                WS SERIAL NUMBER
                BUMPER NUMBER

                                STATUS      DATE         TIME
            UNIT STATUS 1
            UNIT STATUS 2
            UNIT STATUS 3

        IF YOU HAVE PART RECORDS TO ADD FOR THIS ORGWON ENTER Y ==>
```

Legend for fig. 6.2-2

LENGTH	FIELD NAME	DESCRIPTION
12AN	ORGANIZATION WON	Unit work order number.
1A	ID	Code that identifies what kind of number is being entered in the NSN field. Available codes are: A = NSN C = Manufacturer Code and Ref No. D = Management Control No. (MCN) M = ACVC No. P = Other No.

Figure 6.2-2. Inoperative Equipment Add Screen.

LENGTH	FIELD NAME	DESCRIPTION
15AN	NSN	NSN or other number that identifies the NMC item.
15AN	SERIAL NUMBER	Serial number of the item.
16AN	MALFUNCTION DESCRIPTION	Short description of what is wrong with the item.
1A	ERC	Equipment Readiness Code (ERC) of the item that is deadlined. This code is found in the unit MTOE. NOTE: The weapon system ERC should be used if the NMC item affects a weapon system. Available codes are: A = Primary Weapons and Equip (PWE) B = Auxiliary Equipment (AE) C = Admin Spt Equip (ASE) P = Pacing Item
1A	WS DEADLINED	Required entry. Weapon System Deadlined Code. Available codes are: Y = Deadlines system (NMC). P = Partial deadline (NOT PRESENTLY USED IN SAMS). N = Not a system.
3AN	WPN SYS EIC	End Item Code. Enter when WS Deadlined is Y. Identifies the effected weapon system.
15AN	WS SERIAL NUMBER	Serial number of the effected weapon system. Enter when WS Deadlined is Y.

Figure 6.2-2. Inoperative Equipment Add Screen - continued.

LENGTH	FIELD NAME	DESCRIPTION
6AN	BUMPER NUMBER	Bumper number of the NMC item.
1AN	STATUS	Work Request Status Code. Unit-level status of the equipment. Can be: B = In shop. C = Awaiting Shop. I = Awaiting Shop while awaiting parts. J = In shop awaiting parts. M = Evacuated for repair and return. O = Awaiting EVAC. U = Picked up (Cannot be first status entry). 1 = Awaiting NMCS parts.
5N	DATE	Ordinal date of the status.
4N	TIME	Time of the status.
1A	NONE	Enter Y if it is necessary to add parts (from the ULDPR) for this ORGWON.

Figure 6.2-2. Inoperative Equipment Add Screen - continued.

(1) Enter the key data. (The Help function is not available for an Add transaction.)

(2) Enter the rest of the data from the IER.

(a) If there are no parts to add, press [Ctrl-F1] as prompted to add the record to the file. Press [Ctrl-F4] to exit.

(b) If there are parts to add, enter Y in (IF YOU HAVE PART RECORDS TO ADD FOR THIS ORGWON ENTER Y==>). Press [Ctrl-F1] as prompted to display the screen in figure 6.2-3.

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
                    INOPERATIVE EQUIPMENT PARTS                    AH003F2A
                              ADD

                KEY:
                    ORGANIZATION WON  ABHAA0503001
                    ID
                    NSN
                    DOCUMENT NUMBER
                SOURCE CD
                QTY RQD
                QTY REC
                PD
                NOUN
                SUPPLY STATUS
                TRANS DATE
                ESD
                MAINT LVL

            IF YOU HAVE MORE PART RECORDS TO ADD ENTER Y =>
```

Legend for fig. 6.2-3:

LENGTH	FIELD NAME	DESCRIPTION
Various	Various	Same as for the Inoperative Equipment Parts Maintenance Process (fig. 6.5-2) except that Maint Level field defaults to 0, Organization.
1A	None	To add additional parts for this item of equipment, enter Y. This screen will reappear with the same ORGWON displayed.

Figure 6.2-3. Inoperative Equipment Parts Add Screen (example).

f. Enter the data from the ULDPR.

(1) If there are no more parts to add, press [Ctrl-F1] as prompted to add the record. Press [Ctrl-F4] to exit.

(2) If there are more parts to add, enter Y in (IF YOU HAVE MORE PART RECORDS TO ADD ENTER Y==>) and press [Ctrl-F1] as prompted. When the screen appears with the same ORGWON, repeat the steps above.

6.3 Inop Equipment - Modify.

a. This process is used to modify selected data on a record of the IEF when changes are received in hard copy, and to enter new status for a deadlined item of equipment. The Modify screen can also serve as an inquiry on the IEF. It displays the data being kept on the IEF for the item of equipment.

b. This process updates the IEF. It also updates the SAMS-2 Inop Transfer File (AHO11I) at SAMS-2 BN unless the ULLS indicator in the Lookup File is set to Y.

c. Use this process to enter data from an IER with a File Input Action Code of C.

d. Select the Inop Equip Modify on the Inop Equipment Activity Menu screen. Press [Ctrl-F1] to display the Modify screen (fig. 6.3-1).

```
Enter KEY data or press [Ctrl-F2] for help; [Ctrl-F4] to EXIT.
                              INOPERATIVE EQUIPMENT                    AH003F1B
                                     MODIFY
                  KEY:  ORGANIZATION WON
                   ID  NSN
                   SERIAL NUMBER
                   MALFUNCTION DESCRIPTION
                   ERC
                   WS DEADLINED
                   WPN SYS EIC
                   WS SERIAL NUMBER
                   BUMPER NUMBER
                   MODEL/NOUN
                   MCS REPORTING DSG
=================INOP/ACPT=====WON=====STATUS===DATE====TIME===MH RMN===
  LAST =>  ORG DATA
 UPDATE    ORG DATA
           ORG DATA
           SPT DATA                                                    .
           EVAC DATA                                                   .
           EVAC DATA                                                   .
```

Legend for fig. 6.3-1:

LENGTH	FIELD NAME	DESCRIPTION
12AN	ORGANIZATION WON	Unit work order number.
Various	Various	Type over the fields to be changed. In order to change the ERC of a Deadlined Weapon System, the serial number must be changed.
Various	Various	Fields are displayed but cannot be changed. Data is from the Equipment Master File.
Various	Various	Latest record status is displayed. Enter new status, date and time.
Various	Various	Fields are displayed but cannot be changed. (See para 6.6.)

Figure 6.3-1. Inoperative Equipment Modify Screen.

(1) Enter key data. (Help function is available.)

(2) Press [Ctrl-F1]. SAMS-2 searches the IEF and displays the entire record.

(a) To make a change, move the cursor to the data field to be changed and enter the new data. Press [Ctrl-F1] as prompted.

(b) To make a status change, move the cursor to the first blank ORG DATA field and enter the new status, date, and time. Press [Ctrl-F1] as prompted.

(3) Press [Ctrl-F4] to exit.

6.4 Inop Equipment - Delete

a. This process is used to delete a record from the IEF.

b. This process updates the IEF and the SAMS-2 Inop Transfer File (AHO11I) at SAMS-2 BN. When the ULLS indicator in the Lookup File is set to Y, AHO11I is not updated.

CAUTION

Deleting an Inoperative Equipment Record in this process deletes all associated Inoperative Equipment Parts Records.

c. Select the Inop Equip Delete process on the Inoperative Equipment Activity Menu screen. Press [Ctrl-F1] to display the Delete screen (fig. 6.4-1).

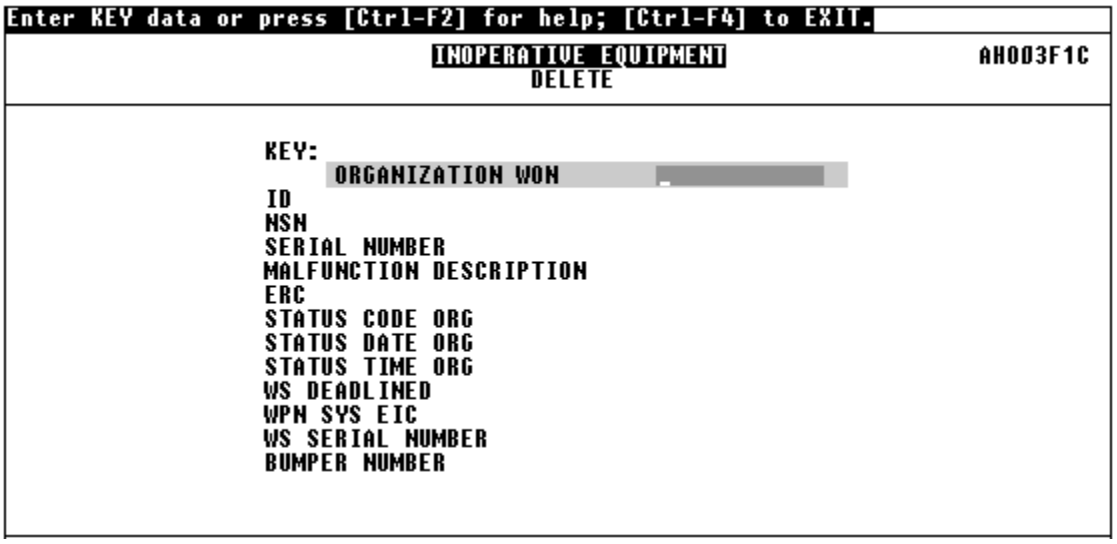


Figure 6.4-1. Inoperative Equipment Delete Screen.

Legend for fig. 6.4-1:

LENGTH	FIELD NAME	DESCRIPTION
12AN	ORGANIZATION WON	Unit work order number for the record to be deleted.
Various	VARIOUS FIELDS	These fields are displayed to be sure that this is the record to be deleted. They may not be changed.

Figure 6.4-1. Inoperative Equipment Delete Screen.

(1) Enter the ORGWON for the record to be deleted, or use the help function to select a record.

(2) Press [Ctrl-F1].

d. SAMS-2 searches the IEF and displays the record.

(1) To delete the record, press [Ctrl-F1].

(2) To exit, press [Ctrl-F4].

6.5 Inop Equipment Parts Maintenance.

a. This process is used to add, modify, and delete Inoperative Equipment Parts records when data is received in hard copy. It also provides an inquiry capability for the IEPF by scrolling through the Help screen.

b. The input form used in this process is the Unit Level Deadlining Parts Report Form (ULDPR), DA Form 5410 (fig. 6.5-1).

UNIT LEVEL DEADLINING PARTS REPORT
For use of this form, see PAM 738-750. the proponent agency is DCSLOG

UNIT WORK ORDER NUMBER (ORGWON)	DEADLINED ITEM NOUN

1. FILE INPUT ACT CD	2. ID	3. NSN OR PART NUMBER OF DEADLINING PART	4. S R C	5. QTY RQD	6. QTY REC/OH	7 PD	UNIT DOCUMENT NUMBER			SAMS REP INIT
							8. DODAAC	9. JULIAN DATE	10. SERIAL NUMBER	

REPORT DEADLINING PARTS ONLY

Legend for fig. 6.5-1:

File Input Action Code(See appendix B). Can be A, C, or D. (See para 6.8.)

The field names are shown on Figure 6.5-2. Inop Parts Maintenance screen.

Figure 6.5-1. Unit Level Deadlining Parts Report Form.

c. Select Inop Parts Maint on the Inoperative Equipment Activity Menu screen. Press [Ctrl-F1] to display the screen in figure 6.5-2.

```
Enter KEY data or press [Ctrl-F2] for help; [Ctrl-F4] to EXIT.
                    INOPERATIVE EQUIPMENT PARTS MAINTENANCE          AH003F1D

  KEY:
      ORGANIZATION WON
      ID
      NSN
      DOCUMENT NUMBER/TASK
  SOURCE CD
  QTY RQD
  QTY OH
  PD
  NOUN
  SUPPLY STATUS
  TRANS DATE
  ESD
  MAINT LVL
  DAYS CUM DELAY
```

Legend for fig. 6.5-2:

LENGTH	FIELD NAME	DESCRIPTION
12AN	ORGANIZATION WON	Unit Work Order Number. The entry must match a record on the IEF.
1AN	ID	Code that identifies what kind of number is being entered in the NSN field. Available codes are: A = NSN B = Manufacturer Code and Ref No. D = Management Control No. (MCN) M = ACVC No. P = Other No.
15AN	NSN	NSN or other identifying number of the part.

Figure 6.5-2. Inop Parts Maintenance Screen.

LENGTH	FIELD NAME	DESCRIPTION
14AN	DOCUMENT NUMBER/TASK	Document number of the part. If this part is from a source that does not require a document number, enter the DODAAC and Julian date.
1A	SOURCE CD	Part Source Code. See appendix B.
5N	QTY RQD	Quantity needed to repair the NMC item.
5N	QTY OH	Quantity already received or on hand, if any, of the part. Otherwise, press [Enter].
2N	PD	Priority designator.
12AN	NOUN	Optional entry. Noun of the part.
2AN	SUPPLY STATUS	Optional entry. Supply Status code or mode of Shipment Code.
5N	TRANS DATE	Optional entry. Ordinal date of the status.
5N	ESD	Optional entry. Ordinal estimated shipping date.
1A	MAINT LVL	O = Organization S = Support. When the ULLS Lookup indicator = Y, system uses this entry at BN when creating XMJKs and XMMBs for SAMS-2 Inop Transfer (AHOD1A), at MMC when creating XMPs for MRSA AMSS output.
5N	DAYS CUM DELAY	Days Cumulative Delay. (from DOC NO date to present).

Figure 6.5-2. Inop Parts Maintenance Screen - continued.

d. Enter the key data, or use the [Ctrl-F2] function key to search for data on the file. Press [Ctrl-F1].

e. If key data is on the file, the modify/delete function key set appears.

(1) To modify, press [F7]. Make changes, press [Ctrl-F1]. Press [Ctrl-F1] to update.

(2) To delete, press [F10]. Press [Ctrl-F1].

f. If key data is not on file, the Add function key set appears.

(1) Press [F4]. Enter the rest of the data as shown in figure 6.5-2.

(2) Press [Ctrl-F1] as prompted to add the record.

g. Press [Ctrl-F4] to exit.

6.6 Inop Equipment Support/Evac Status Update

a. This process is used to enter or modify support and evac status information. It is used when inoperative equipment is evacuated outside normal support channels. When this occurs the "outside" support battalion cannot report status normally because it has no record of the ORGWON on its IEF. It must report status by telling the usual support battalion (the one in the support channel) what the status is. That status is entered using the Inop Equipment Spt/Evac Status Update process.

b. This process is used when status information is received in a form other than diskette or communications.

c. The Spt/Evac status update information entered updates the IEF. It also updates the SAMS-2 Inop Transfer File (AHO11I) at SAMS-2 BN. When the ULLS indicator is set to Y in Lookup, AHO11I is not updated.

d. Select the Inop Spt/Evac Status Update Process on the Inop Equipment Activity Menu screen.

(1) Press [Ctrl-F1] to display the Spt/Evac Status Update screen (fig. 6.6-1).

(2) Enter key data. (Help function is available.)

(3) Press [Ctrl-F1].

```
Enter KEY data or press [Ctrl-F2] for help; [Ctrl-F4] to EXIT.
                          INOPERATIVE EQUIPMENT                    AHO03F1F
                         SPT/EVAC  STATUS UPDATE
                 KEY:  ORGANIZATION WON
                  ID  NSN
                  SERIAL NUMBER
                  MALFUNCTION DESCRIPTION
                  ERC
                  WS DEADLINED
                  WPN SYS EIC
                  WS SERIAL NUMBER
                  BUMPER NUMBER
                  MODEL/NOUN
                  MCS REPORTING DSG

=================INOP/ACPT=====WON=====STATUS===DATE====TIME===MH RMN===
 LAST =>   ORG DATA
 UPDATE
           SPT DATA                                                  .
           EVAC DATA                                                 .
           EVAC DATA                                                 .
```

Legend for fig. 6.6-1:

LENGTH	FIELD NAME	DESCRIPTION
12AN	ORGANIZATION WON	Unit work order number.
Various	Various	These fields cannot be changed. To modify this part of the record, use the Inop Equipment Modify Process.
Various	Various	**LAST ORG STATUS SHOULD BE M.** The last status for Spt/Evac appears, if any. Enter new status, date and time.

Figure 6.6-1. Spt/Evac Status Update Screen.

e. The system searches the IEF and displays the entire record (fig. 6.6-2). Organization status should be M. Only support and evac data fields can be changed.

f. To make a change, move the cursor to the data field to be updated and enter the new data. Press [Ctrl-F1] as prompted.

g. Press [Ctrl-F4] to exit.

```
Press [ESC] to begin new transaction, or enter Key data.
                          INOPERATIVE EQUIPMENT                    AH003F1F
                         SPT/EVAC  STATUS UPDATE
                 KEY:  ORGANIZATION WON     ABHAA0503006
                  ID  NSN                   A 2320009260873
                  SERIAL NUMBER             054010094
                  MALFUNCTION DESCRIPTION   D/L PARTS ON H
                  ERC                       A
                  WS DEADLINED              N
                  WPN SYS EIC
                  WS SERIAL NUMBER
                  BUMPER NUMBER             B156
                  MODEL/NOUN                M35A2C
                  MCS REPORTING DSG         Y

=================INOP/ACPT=====WON=====STATUS===DATE====TIME===MH RMN===
 LAST =>   ORG DATA    95200                  C     95222   1357
 UPDATE
           SPT DATA    00000                        00000   0000      0.0
           EVAC DATA   00000                        00000   0000      0.0
           EVAC DATA   00000                        00000   0000      0.0
```

Figure 6.6-2. Spt/Evac Status Update Screen (example).

6.7 List/Correct Inop Transfer Errors

a. This process is used only when the ULLS indicator in the Lookup File is set to N.

b. This process corrects or deletes errors found during the Daily Inop Transfer Process.

c. The SAMS-2 Inop Transfer Listing (PCN AHO-037), produced in the Daily Inop Transfer process, shows all records that have failed edit and the action the system has taken on each. Only failed edits on DIC XMJ-A are listed as errors. They are sent to the Daily Inop Transfer Errors File (DITE) (AHO03I) for correction in this process. The operator must determine if the error is on the input or on the master file and how to correct it. Those which cannot be corrected can be deleted.

d. Select List Correct Inop Transfer Errors on the SAMS-2 Master Menu. Press [Ctrl-F1] to display the screen in figure 6.7-1.

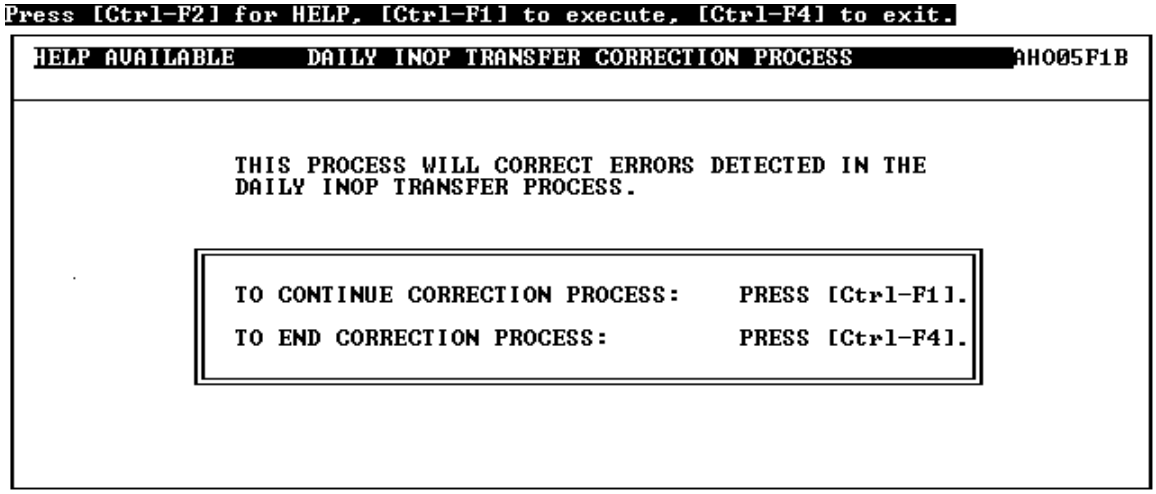


Figure 6.7-1 Daily Inop Transfer Correction Screen.

e. Press [Ctrl-F1]. The process sorts the records on the DITE and displays the List Errors screen (fig. 6.7-2).

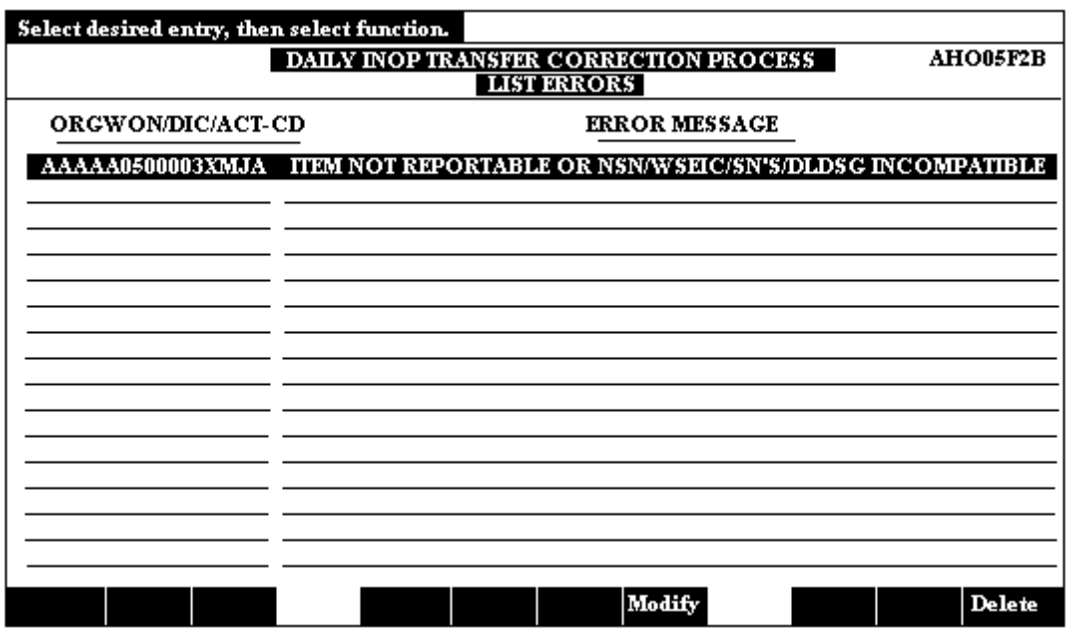


Figure 6.7-2. List Errors Screen (example).

NOTE: This process does not provide a printout. Press [Ctrl+Alt+P] keys to produce a print of the screen.

(1) Scroll through the list until the error is highlighted.

(a) To delete the error, press [F10] and then press [Ctrl-F1]. The record is deleted from the system.

(b) To correct the error, press [F7]. The XMJ Correction screen (fig. 6.7-3) appears showing the record chosen for correction.

```
Press [ESC] at any time to terminatethis transaction.
                DAILY INOP TRANSFER CORRECTION PROCESS          AHO05F3B
                          XMJ CORRECTION

        DIC                                  XMJ
        ACTION CD                            A
        ORGANIZATION WON                     AAAAA0600003
        ID                                   A
        NSN                                  2350007951797
        SERIAL NUMBER                        158
        MALFUNCTION DESCRIPTION              ____________________
        ERC                                  A
        WS DEADLINED                         N
        WPNS SYS EIC                         ________
        WS SERIAL NUMBER                     ________
        BUMPER NUMBER                        B42

            UNIT        &      STATUS      DATE       TIME
            STATUS 1             B         96154      0931
            STATUS 2                       00000      0000
            STATUS 3                       00000      0000

        ERROR = > ITEM NOT REPORTABLE OR NSN/WSEIC/SN'S/DL DSG INCOMPATIBLE
```

Figure 6.7-3. XMJ Correction Screen (example).

(2) The fields that may need to be corrected can be accessed based on possible errors that can occur in the Daily Inop Transfer. The error appears at the bottom of the screen. If there is more than one error, the second appears after the first one is corrected.

f. Make the corrections and press [Ctrl-F1]. The system writes the record to the Daily Inop Corrections File (CORR) (AHO19I) and deletes it from the DITE.

g. Run the Daily Inop Transfer process to write the corrected records to the IEF. (See section 8.)

6.7.1 Errors and Bypassed Records.

a. To understand the edits which result in errors and bypassed records you must understand the overall SAMS-2 Inoperative Equipment process and the transactions in the Daily Inop Transfer process.

NOTE: When the ULLS indicator in the Lookup File is set to Y, errors are not written to the Daily Inop Transfer Errors File (AHO03I); all failed edits are bypassed. SAMS-1/SAMS-2 must have an ULLS Phase II SCP-01 (or greater) interface to set the Lookup indicator to Y.

b. The Inoperative Equipment process is designed to allow chronological (date/time) tracking of deadlined items of equipment and their associated parts. Part of the process looks at data coming in and if it does not meet the rules that have been set up, the transaction fails edit. The failed record is identified as a correctable error, or it is bypassed.

(1) Only DIC XMJ-A records which fail are written as errors.

(2) Bypassed transaction records have been ignored by the system. The unit may have to correct and resubmit them.

c. The SAMS-2 Inop Transfer Listing (PCN AHO-037) shows which are errors and which are bypassed records.

d. Some of the rules that this process uses are:

(1) Equipment must be reportable or command selected (maintenance significant). The NSN must be on the Equipment Master File (EMF) (AHO15I) with correct reportability indicators. The Weapon System EIC must also be on the EMF.

(2) The process only accepts as the first input a unit level Inop Equip Add, XMJ-A and a support level Inop Equip Add, XMM-A.

(3) Parts information from unit or support activities cannot be posted until the equipment is deadlined (already on the IEF).

(4) Equipment is only removed from deadline by:

(a) A unit level Inop Equip Change, DIC XMJ-C with Status Code U.

(b) A unit level Inop Equip Delete DIC XMJ-D.

(c) A support level XMM-A with Status Code U when the IEF record shows no ORG status.

(5) The date and time of information coming in is checked, and if it is not in date/time order, the transaction fails edit.

(6) Equipment must be NMC before it can be deadlined. If the deadlined item is already on the IEF with a different ORGWON for the same unit, a unit level Inop Equipment Add, DIC XMJ-A for that item will fail.

(7) There is a limit of 10 transactions which can be written against an ORGWON at one time. Any over 10 are written to the Daily Inop Corrections File (AHO19I).

e. There are other rules, but these are the primary ones. By knowing the rules and what transaction failed, errors can be corrected and the unit shown how to avoid bypassed transactions.

f. The Daily Inop Transfer process keeps track of what transaction it is handling using Document Identifier codes (DIC) and Action Codes (ACT CD). The transactions correspond to screen input transactions in the Inop Equipment process. The DIC/ACT CD combinations and what they correspond to are shown below.

DIC-ACT CD	Corresponds to	Data comes from
XMJ-A	Inop Equip Add	Unit Level

XMJ-C	Inop Equip Modify	Unit Level
XMJ-D	Inop Equip Delete	Unit Level
XMM-A	Inop Spt/Evac Status Update	Support Level
XMK-A	Inop Parts Maint	Unit Level
XMK-C	Inop Parts Maint	Unit Level
XMK-D	Inop Parts Maint	Unit Level
XMM-B	Inop Parts Maint	Support Level

g. Looking at the existing IEF record when a group of bypassed records occurs for a certain ORGWON is very important. The particular circumstances must be identified. The activity that the input came from should be provided a copy of the SAMS-2 Inop Transfer Listing so they can submit correct transactions.

6.7.2 Common Errors/Bypassed Transaction.

a. Common reasons for errors or bypassed transaction records include:

(1) ITEM NOT REPORTABLE OR NSN/WSEIC/SN'S/DL DSG INCOMPATIBLE:

(a) Not a reportable item.

(b) Mistake in NSN.

(c) Incompatibility between NSN, serial numbers, DL designator and WPN SYS EIC.

(2) WPN SYS EIC MUST BE ON EMF: Check EIC. See DA Pam 738-750 and AR 700-138 for valid weapon systems and their EICs.

(3) INVALID EQUIPMENT NSN: Check NSN.

(4) NO MATCHING RECORD ON UIC:

(a) Mistake in first five positions of ORGWON.

(b) New unit not on the UIC Master File (AHO14I).

(5) EQUIP SN ALREADY INOP AGAINST WON XXXXXXXXXXX:

(a) Mistake in serial number.

(b) Item may have been fixed but not deleted at SAMS-2 and is now inop again.

(6) DUPLICATE RECORD:

(a) Action Code may be wrong.

(b) ORGWON may be wrong.

(c) May be an actual duplicate input.

(7) NO MATCHING RECORD ON IEF:

(a) Initial input (XMJ-A) is missing or has an error.

(b) Action code may be wrong.

(c) ORGWON may be wrong.

(8) NO MATCHING IEPF RECORD:

(a) Record has already been deleted by an XMJ.

(b) Initial input (XMJ-A) missing or errored.

(c) ORGWON may be wrong.

(9) RECORD # EXCEEDS LIMIT - WRITTEN TO AHO19I - RUN CORRECTIONS:

(a) Records will process when Daily Inop Transfer Corrections is run.

(b) The system prints SAMS-2 Inop Transfer Listing (PCN AHO-037) showing action taken on records from the corrections file.

b. Sometimes, bypassed transaction records do not have to be resubmitted.

(1) When a group of transaction records for the same item are bypassed because the XMJ-A is missing or errored, look for an XMJ-D or XMJ-C with U status among them. Because both transactions delete all IEF and IEPF records, no action is needed. An XMM-A with U status also deletes all records when the IEF record shows no ORG status.

(2) When a group of transaction records for the same item fail, look for more than one XMJ-C. Because each XMJ-C will, in sequence, update the IEF by overwriting the status, only the last XMJ-C needs to be resubmitted.

c. On-line update of the record at SAMS-2 rather than resubmission by the unit may be more appropriate.

6.8 Input Alternative For DA Form 5409 and 5410. These procedures should be incorporated in your local SOP for inoperative equipment reporting.

a. DA Form 5409 Add (XMJ-A):

(1) Submit an XMJ-A only when an item of equipment is first deadlined and is not going to be fixed by the end of the day.

(2) Do not submit an XMJ-A if an item breaks in the morning and is fixed before the end of the day.

b. DA Form 5409 Change (XMJ-C):

(1) Do not submit (unless your command decides to require submission). This eliminates the up-to-date unit status of deadlined equipment.

(2) If XMJ-C is submitted, record only the status at the end of the day. Do not record all the statuses the item has been in.

(3) Do not submit XMJ-C with status code U; use XMJ-D instead.

c. DA Form 5409 Delete (XMJ-D):

(1) Submit an XMJ-D when an item of equipment is operable or will be by the end of the day.

(2) The only entries required for an XMJ-D are the organization work order number (ORGWON) and Action Code D.

d. DA Form 5410 Add (XMK-A):

(1) Submit an XMK-A when an item of equipment needs a deadlining part at unit level. Put the quantity of the part needed in QTY RQD (block 5). Leave QTY REC/OH (block 6) blank.

(2) Do not submit XMK-A for non-deadlining parts.

e. DA Form 5410 Change (XMK-C):

(1) Submit an XMK-C only when quantity of a part needed changes (partial receipt). Put the new quantity needed in QTY RQD (block 5). Leave QTY REC/OH (block 6) blank.

(2) Submit only when a partial quantity is received. (See NOTE below.)

NOTE: These changes in the submission of DA Form 5410 restrict unit parts visibility to those parts still needed at unit level. If your command requires visibility of parts on hand for equipment deadlined at unit level, then submission of XMK-C should be expanded to include reporting parts receipts. This is accomplished by entering the parts quantity needed and received in the QTY RQD (Block 5) and QTY REC/OH (Block 6) blocks of the DA Form 5410. When an XMK-C is input with the QTY REC/OH equal to or greater than the QTY RQD, the status of the part will be automatically posted as RC (received). If these expanded submission procedures are used, then XMK-D should not be submitted.

f. DA Form 5410 Delete (XMK-D):

(1) Submit when parts needed are received or will be by the end of the day. No quantity entries are required (block 5 or 6).

(2) Do not submit if an XMJ-D is to be submitted by the end of the day. An XMJ-D automatically deletes all the parts needed for the item of equipment.

6.9 Support-Only Inop Reporting.

a. Support-only inop reporting allows the SAMS-1 operator to establish an ORGWON on the support WON by using the bumper number as the last five positions of the ORGWON. Because inop records can be built and deleted from DIC XMM-As, inop equipment reporting (for equipment evacuated to support) can be accomplished with no input from the customer level.

b. This method eliminates the need for the Customer Unit to maintain DA 2405, Maintenance Request Register and provides the capability to produce a support-only backside.

6.10 ULLS/SAMS-1 Inop Interface.

CAUTION

If the procedures below are not followed, SAMS-2 inop data will be incorrect.

a. ULLS produces, on diskette, an automated Maintenance Request (DIC XML) used instead of DA Form 5504. The inop data in ULLS (XMJ, XMK) is written to the diskette which contains the automated maintenance request. The ULLS unit submits this diskette daily to each of its SAMS-1 support sites.

(1) When the ULLS unit is supported by more than one SAMS-1 site, ULLS must designate which is its primary SAMS-1 (normally the SAMS-1 which receives most of the unit's work). This SAMS-1 sets the Read Inop Data indicator in the UIC Master File to Y; the other supporting SAMS-1 sites must leave the indicator blank for that unit.

(2) The SAMS-1 sites which are the only support unit for an ULLS unit must set the indicator to Y.

(3) The ULLS indicator in SAMS-2 Lookup must not be changed. It must remain set to Y when interfacing with ULLS or data will not process correctly.

(4) If these procedures are not followed, duplicate/triplicate inop records may be sent to SAMS-2 and, because of the new method used by SAMS-2 to process ULLS data, the inop files will not show true status and parts for the unit's deadlined equipment.

b. When a SAMS-1 site is interfacing with ULLS, manual inop reporting procedures cannot be used. When both ULLS and non-ULLS units report to the same SAMS site, inop visibility is limited to support-only inop reporting.

SECTION 7. REPORTS

7.1 Reports Activity.

a. This section shows how the reports in this activity are requested and contains summary information about them. Appendix C shows the formats of the reports and explains each data element they display.

b. There are 36 preformatted hard copy reports available in SAMS-2 Reports Activity. Each has a product control number (PCN). They are selected from the Reports Activity menu in eight categories:

(1) Reportable Items.

(2) Completed WO Summary.

(3) Workload.

(4) Work Order Parts.

(5) Maintenance Performance.

(6) Maintenance Cost.

(7) Operational Readiness Float.

(8) Manhour Accounting.

7.2 Reportable Items.

a. In SAMS, inoperative (Inop) equipment is reportable equipment (readiness reportable or command maintenance significant) which is not mission capable (NMC). These reports provide information on inop equipment and associated repair parts.

b. There are seven processes in this selection which provide the following inop reports:

(1) Reportable Item Listing, PCN AHO-027.

(2) Deadlined Equipment Listing Weapon Systems, PCN AHO-001.

(3) Command Deadlined Equipment Summary, PCN AHO-002.

(4) Equipment Deadlined Over NNN Days by Unit, PCN AHO-003.

(5) Equipment Deadlined Over NNN Days by BN, PCN AHO-026.

(6) Equipment Deadlined Status Listing, PCN AHO-017.
(7) Inop Equipment Critical Parts Listing, PCN AHO-015.

7.2.1 Reportable Items Listing. This report lists reportable equipment within the command. Part I lists by Weapon System which items are NMC. Part II lists by End Item which items are NMC. Part III lists User Created Maintenance Significant items by Systems. Part IV lists User Created Maintenance Significant items by End Item. User Created Maintenance Significant systems are created in the Equipment Master File.

a.

TO SEE	SELECT	PCN
Weapon systems with configurable subsystems, End items and maint significant items,	Produce Reportable Items Listing,	AHO-027.

b. Press [Ctrl-F1] to display the screen in figure 7.2-1.

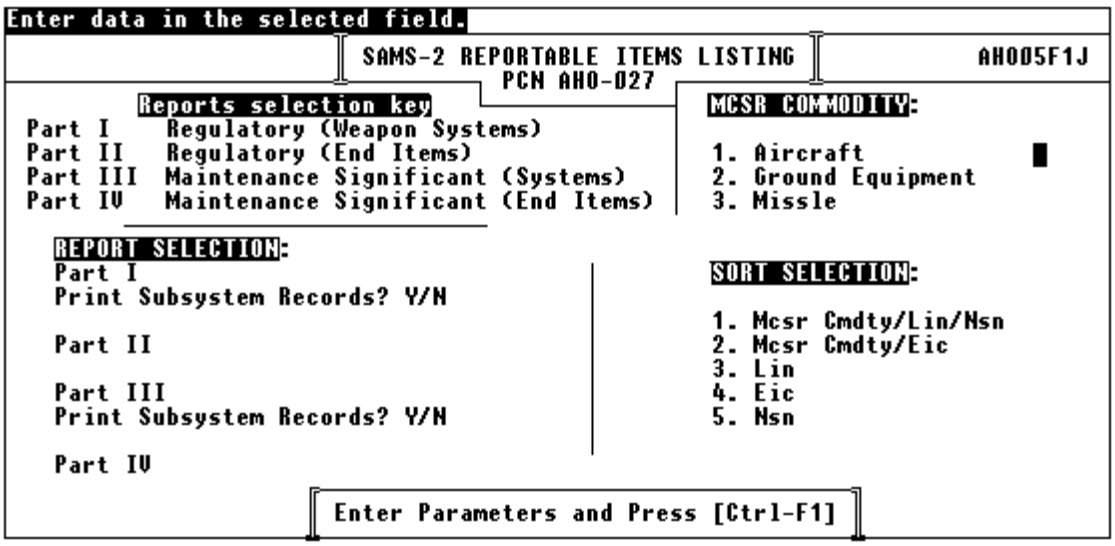


Figure 7.2-1. Reportable Items Listing

c. The highlight appears on the Materiel Condition Status Reporting (MCSR) Commodity. Selecting an MCSR Commodity will allow tailoring the listing and reducing the amount of time to produce the report. Select any of the commodities by entering an X by the item. Press [Enter] to cursor to each option. If no MCSR Commodity is selected, all categories will be shown on the listing. The Commodities available are:

(1) Aircraft.

(2) Ground Equipment.

(3) Missile.

d. The highlight will now appear on Report Selection. Enter an X by any selection required. Press [Enter] to cursor to each option. To print the configured subsystem select Parts I and III. If no selection is made, all four parts of the report will be printed.

(1) Part I. Prints a listing of all reportable Weapon Systems. If subsystems records are needed, enter a Y. If subsystems are not needed, enter an N.

(2) Part II. Prints reportable end items.

(3) Part III. Prints a listing of all User Created Maintenance Significant Systems. If subsystems are needed, enter a Y. If subsystems are not needed, enter an N.

(4) Part IV. Prints a listing of all User Created Maintenance Significant End Items.

e. The highlight is now at Sort Selection. Enter an X by any selection. Press [Enter] to cursor to each option. If no selection is made, system defaults to first sort selection. Sort options available are:

(1) MCSR Cmdty/LIN/NSN.

(2) MCSR Cmdty/EIC.

(3) LIN.

(4) EIC.

(5) NSN.

f. Press [Ctrl-F1] to produce the report.

7.2.2 Deadlined Equipment Listing Weapon Systems. This report lists inop equipment within the command. Part I lists weapon systems and reportable items NMC. Part II lists maintenance significant (non-reportable, command interest) items NMC.

a. TO SEE	SELECT	PCN
Up to 10 or all models showing WON, WO status, malfunction description, total days deadlined and repair parts if requested,	Weapon Systems,	AHO-001.

b. Press [Ctrl-F1] to display the screen in figure 7.2-2.

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
HELP AVAILABLE        INOPERATIVE EQUIPMENT REPORT                    AHO04F1A
          SAMS-2 DEADLINED EQUIPMENT LISTING WPN SYS PCN AHO-001

TO VIEW RECORDS ON THE IEF, ENTER A FULL, PARTIAL OR BLANK UIC BELOW AND
 PRESS [Ctrl-F2] TO BEGIN IEF FILE SEARCH.   UIC: W_

USE EMF SEARCH TO FIND EIC'S.  ENTER A FULL, PARTIAL OR BLANK EIC THEN PRESS
[Ctrl-F2].  ENTER A ZERO TO START THE SEARCH FROM THE FIRST EIC IN THE FILE.

TO MAKE SELECTION BY EIC USE THE 'REPORTABLE ITEMS LISTING' PCN AHO-027,
AND OR THE IEF SCROLL FOR WEAPON SYSTEM EIC'S.

FOR THE FOLLOWING EIC(s):
LIST MAINT SIGNIFICANT ITEMS, END ITEMS AND WPN SYSTEMS FOUND.(ALL IF BLANK)

SORT RECORDS BY:   AGE,   ORGWON/AGE,   ORGWON/MODEL/AGE OR   MODEL/AGE.

PRINT ASSOCIATED PARTS RECORDS (Y/N)?
PRINT RECORDS FOR WHICH NMC TIME HAS STOPPED AT SUPPORT (Y/N)?   .
PRINT NEGATIVE REPORT FOR PART II IF NO RECORDS ARE FOUND (Y/N)?   .
```

Figure 7.2-2. Deadlined Equipment Listing Weapon Systems.

c. The highlight appears on the Inop Equip File Search UIC field. When [Ctrl-F2] is pressed, this field displays the IEF (AHO01I) beginning at the UIC or partial UIC entered. This entry does not affect the report produced.

(1) To look at records on the IEF, enter a UIC and press [Ctrl-F2]. Press [F8] to display the records. Press [Esc] to continue.

(2) To bypass this field, press [Enter].

d. To produce a report:

(1) Enter up to 10 EICs or leave blank and press [Ctrl-F1] for all records. [Ctrl-F2] can be used to scroll the Equipment Master File (EMF) to select EICs.

(2) To print parts records for each deadlined item, enter Y. If parts records are not required, enter N.

(3) Enter X for one of four combinations of sorts.

(4) To print records for which NMC time has stopped at support, enter Y. If data is not needed, enter N.

(5) To print a negative report for Part II (no maintenance significant items are deadlined), enter Y. If a negative report is not required, enter N.

(6) Press [Ctrl-F1] twice to print the report.

7.2.3 Command Deadlined Equipment Summary. This report lists inop equipment by battalion. Part I lists weapon systems and reportable items grouped by type, Part II lists maintenance significant items, and Part III provides a command summary.

a.

TO SEE	SELECT	PCN
Deadlined reportable items by battalion, showing customer and days deadlined for up to six or all battalions, sorted by age if requested, and summarized by command,	Summary,	AHO-002.

b. Press [Ctrl-F1] to display the screen in figure 7.2-3.

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
                    INOPERATIVE EQUIPMENT REPORT                    AH004F1B
          SAMS-2 COMMAND DEADLINED EQUIPMENT SUMMARY PCN AHO-002

   THIS REPORT PROVIDES SUMMARY DATA OF INOPERATIVE EQUIPMENT BY BATTALION
   UIC.  ENTER UP TO (6) BN UIC'S. IF NONE ARE ENTERED, 'ALL' UIC'S WILL
   BE SELECTED.

 * PART I - REPORTABLE ITEMS. LISTS WEAPON SYSTEMS AND/OR END ITEMS.
            PROVIDES A SUMMARY OF THE NUMBER OF REPORTABLE,
            PACING AND ERC "A" ITEMS INOPERATIVE.
 * PART II - MAINTENANCE SIGNIFICANT ITEMS. LISTS ALL
             INOPERATIVE ITEMS HAVING COMMAND INTEREST.
 * PART III - SUMMARY. SUMMARIZES INFORMATION CONTAINED IN PARTS I AND II.

          BN UIC'S:

 ENTER '1' TO SORT BY AGE WITHIN BN, OR '2' FOR MODEL/AGE WITHIN BN.
 NOTE: WEAPON SYSTEMS ARE FIRST GROUPED BY TYPE IN BOTH SORTS.
                         SORT SELECTION?
 PRINT RECORDS FOR WHICH NMC TIME HAS STOPPED AT SUPPORT (Y/N)?   .
```

Figure 7.2-3. Command Deadlined Equipment Summary Screen.

(1) Enter one to six battalion UICs or leave blank to select all. Press [Ctrl-F1].

(2) To sort by age, enter 1. To sort by model/age, enter 2.

(3) To print records for which NMC time has stopped at support, enter Y. If data not required, enter N.

c. Press [Ctrl-F1] twice to print the report.

7.2.4 Equipment Deadlined Over NNN Days by Unit/BN.

a.

TO SEE	SELECT	PCN
Deadlined reportable items which have exceeded a selected number of down days, for up to 6 or all customers, up to 12 or all models, with or without associated parts, and sorted by age or model/age,	Over NNN Days,	AHO-003.
Deadlined reportable items which have exceeded a selected number of down days, for up to 6 or all battalions, up to 10 or all models, with or without associated parts, and sorted by age or model/age,	Over NNN Days by BN,	AHO-026.

b. Press [Ctrl-F1] to display one of the screens in figure 7.2-4.

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
 NO HELP AVAILABLE      INOPERATIVE EQUIPMENT REPORT                AH004F1C
          SAMS-2 EQUIPMENT DEADLINED OVER NNN DAYS BY UNIT PCN AHO-003

  USE IEF SEARCH TO FIND UIC'S.  ENTER A FULL, PARTIAL OR BLANK UIC.
  PRESS [HELP] TO BEGIN SEARCH.

  USE THE 'REPORTABLE ITEM LISTING' (PCN AHO-027) FOR SELECTION OF EIC'S.

  PRINT INOP EQUIP RECORDS WHICH ARE OVER ___ DAYS OLD FOR THE FOLLOWING
  CUSTOMER UNITS: W      W      W      W      W      W     . (ALL IF BLANK)

  SELECT RECORDS FOR THE FOLLOWING END ITEM AND OR WEAPON SYSTEM EIC(s):
                                                  .  (ALL IF BLANK)

  PRINT ASSOCIATED PARTS RECORDS Y/N  .
  SORT RECORDS BY:    AGE,   MODEL/AGE.

  PRINT NEGATIVE REPORT FOR PART II, IF NO RECORDS ARE FOUND Y/N  .
  PRINT RECORDS FOR WHICH NMC TIME HAS STOPPED AT SUPPORT? Y/N  .
```

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
 NO HELP AVAILABLE      INOPERATIVE EQUIPMENT REPORT                AH004F1X
       SAMS-2 EQUIPMENT DEADLINED OVER NNN DAYS BY BATTALION PCN AHO-026

  USE UIC FILE SEARCH TO FIND BN UIC'S. ENTER A FULL, PARTIAL OR BLANK UIC.
  PRESS [HELP] TO BEGIN SEARCH.

  USE THE 'REPORTABLE ITEMS LISTING' (PCN AHO-027) TO SELECT EIC'S.

  PRINT INOP EQUIP RECORDS WHICH ARE OVER ___ DAYS OLD FOR THE FOLLOWING
  BATTALION UNITS:                                          .  (ALL IF BLANK)

  SELECT RECORDS FOR THE FOLLOWING END ITEM AND OR WEAPON SYSTEM EIC(s):
                                                  .  (ALL IF BLANK)

  PRINT ASSOCIATED PARTS RECORDS Y/N  .
  SORT RECORDS BY:    AGE,   MODEL/AGE.

  PRINT NEGATIVE REPORT FOR PART II, IF NO RECORDS ARE FOUND Y/N  .
  PRINT RECORDS FOR WHICH NMC TIME HAS STOPPED AT SUPPORT Y/N  .
```

Figure 7.2-4. Deadlined Equipment Report Screens.

(1) Enter the number of down days for which information is required. Press [Enter].

(2) Enter up to six UICs, or leave blank for all. [Ctrl-F2] and [F8] can be used to display the IEF or UIC Master File for UIC selection. Press [Ctrl-F1].

(3) Enter up to 12 EICs for the unit report, up to 10 EICs for the battalion report, or leave blank for all records. [Ctrl-F2] and [F8] can be used to display the EMF for EIC selection. Press [Ctrl-F1].

(4) Enter Y to print associated parts or N not to print parts records. Press [Enter].

(5) Enter X to sort by age or press [Enter] to sort by model/age.

(6) Enter Y to print a negative report for Part II, or enter N if a print is not required.

(7) Enter Y to print records that NMC has stopped at support, or enter N if data not required.

c. Press [Ctrl-F1] twice to print the report.

7.2.5 Deadlined Status Listing.

a. TO SEE	SELECT	PCN
Deadlined equipment within various categories and calculated average age,	Deadlined Status Listing,	AHO-017.

b. Press [Ctrl-F1] to display the screen in figure 7.2-5.

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
 NO HELP AVAILABLE     INOPERATIVE EQUIPMENT REPORT                AHO04FE1
                 SAMS-2 DEADLINE STATUS LISTING PCN AHO-017

   ENTER UP TO 6 UIC'S AND INDICATE TYPE.  IF UIC AND TYPE ARE NOT
   ENTERED, A SAMS-2 TOTAL WILL BE PRINTED FOR RECORDS SELECTED.
   RECORDS WILL BE SORTED BY MODEL WITHIN TYPE RECORD.  SELECT TYPE
   RECORDS DESIRED (DEFAULTS TO ALL).  IF ONLY 'P' IS ENTERED, ALL ERC P
   RECORDS FOUND WITHIN EACH TYPE WILL BE PRINTED.

   TYPE UIC:      [ ]   (C)ustomer/(B)attalion
   UIC'S:

   SORT SELECTION:  MODEL        AVERAGE AGE

   TYPE RECORDS:           (R)eportble end items
                           (W)eapon systems
                           (M)aintenance significant items
                           (P)acing items only (within type record)
   Print reportable item records having a status
   indicating NMC time is stopped at Support?        Y/N
```

Figure 7.2-5. Deadlined Status Listing.

c. The highlight appears on Type UIC. Enter C or B and press [Ctrl-F1].

d. Enter up to six UICs. Press [Enter] after entering each UIC. If UICs are not entered, all UICs will be printed. Press [Ctrl-F1].

e. To select the Sort Selection, enter an X in the appropriate field.

f. To select type of record, enter R, W, M, or P. If all types are desired, leave blank. Press [Ctrl-F1].

g. Enter a Y to print reportable item records with status of NMC time stopped at the Support. Enter an N if this data is not needed. Press [Ctrl-F1] to print the report.

7.2.6 Inop Equipment Critical Parts Listing.

a.

TO SEE	SELECT	PCN
Parts requirements for reportable items on the IEF,	Inop Equip Listing,	AHO-015. Critical Parts

b. Press [Ctrl-F1] to display the screen in figure 7.2-6.

```
Enter data in the selected field.
HELP AVAILABLE          INOPERATIVE EQUIPMENT REPORT                AHO04F1E
          SAMS-2 INOP EQUIPMENT CRITICAL PARTS LISTING PCN AHO-015

ENTER A FULL, PARTIAL OR BLANK UIC. THEN PRESS [Ctrl-F2] TO BEGIN SEARCH.
                    INOP PARTS FILE SEARCH (UIC): W_

USE INOP PARTS FILE SEARCH TO SEE CUSTOMER UNIT RECORDS; UIC MASTER FILE
SEARCH TO FIND/SELECT CUSTOMER OR BATTALION UNITS.
IF NO UIC'S ARE ENTERED, ALL UIC'S FOR THE TYPE WILL BE SELECTED.
PRESS [RETURN] ON AGE FIELD TO FILL WITH ZEROS, PD FIELD WITH 01 TO 15.

FOR THE FOLLOWING   CUSTOMER OR   BATTALION UNITS:
     ,      ,      ,      ,      ,      ,          PRINT DUE-IN
PARTS RECORDS FOR INOP ITEMS OVER     DAYS OLD.
SELECT RECORDS WHICH HAVE A PD RANGE OF    TO    .

SORT THE RECORDS SELECTED BY;   MODEL/AGE/DODAAC/PD,   PART NSN/DODAAC/PD,
OR   AGE/MODEL/DODAAC/PD.

PRINT RECORDS FOR WHICH NMC TIME HAS STOPPED AT SUPPORT (Y/N)?   .
```

Figure 7.2-6. Inop Equipment Critical Parts Listing.

c. The highlight appears on the Inop Parts File Search (UIC) field. This field displays the IEPF beginning at the UIC or partial UIC entered. This entry does not affect the report produced.

(1) To look at records on the IEPF, enter a UIC and press [Ctrl-F2]. Press [F8] to display the records. Press [Esc] to continue.

(2) To bypass this field, press [Enter].

d. To produce a report:

(1) Enter an X for customer or battalion records.

(2) Enter up to seven customer or battalion UICs, or leave blank and press [Ctrl-F1] for all customer or battalion records. [Ctrl-F2] can be used to select.

(3) Enter age (number of days) required, or press [Enter] for all records.

(4) Enter a PD range or press [Enter].

(5) Enter X for one of three combinations of sorts.

(6) Enter Y to print reportable item records with status of NMC time stopped at support. Enter an N if this data is not needed.

(6) Press [Ctrl-F1]. Press [Ctrl-F1] to produce the report.

7.3 Completed Work Order Summary.

a. This process is selected at level 3 on the SAMS Master Menu and provides the Completed Work Order Summary, PCN AHO-004.

b.

TO SEE	SELECT	PCN
A summary of completed WOs by customer for up to 6 Spt UICs and/or 10 EICs or all,	Compl WO Summary,	AHO-004.

c. Press [Ctrl-F1] to display the Completed Work Order Summary parameter screen (fig. 7.3-1).

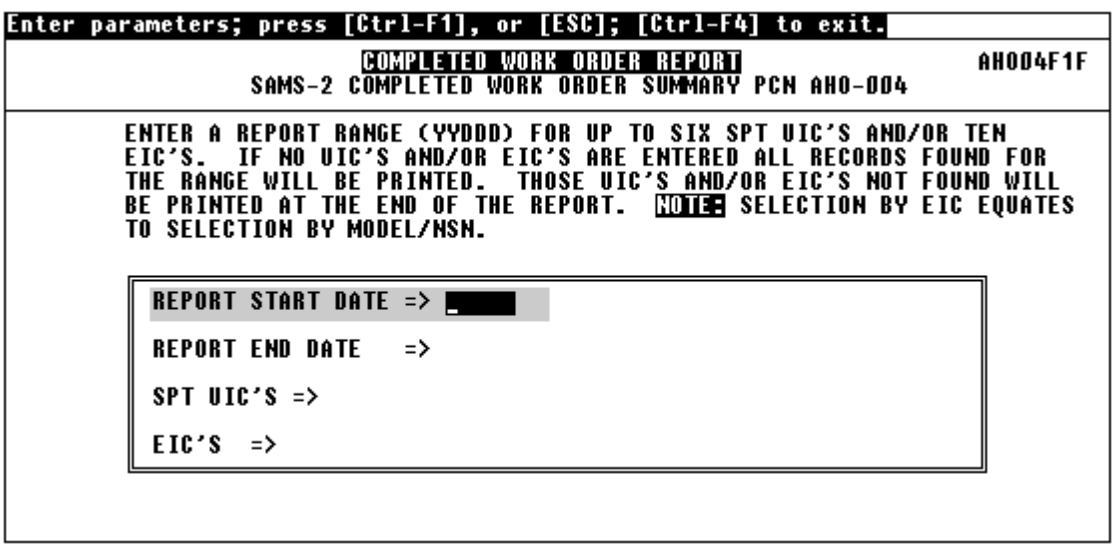


Figure 7.3-1. Completed Work Order Summary Screen.

(1) Enter the ordinal start/end dates for the report, press [Ctrl-F1].

(2) Enter up to six Spt UICs. Press [Ctrl-F1].

(3) Enter up to 10 EICs. Press [Ctrl-F1].

(4) If no UICs or EICs are entered, all records are printed.

d. Press [Ctrl-F1] to print the report.

7.4 Workload. There are five processes in this selection which provide the following reports. These reports display work orders in a variety of ways to assist the manager in analyzing current activities.

a. Selected Work Order Status Listing, PCN AHO-009.

b. Workload Status Listing Part I - ECC, PCN AHO-010(I).

c. Workload Status Listing Part II Unit/Activity, PCN AHO-010(II).

d. Workload Age Summary Listing Part I - ECC, PCN AHO-011(I).

e. Workload Age Summary Listing Part II - Unit/Activity, PCN AHO-011(II).

7.4.1 Selected Work Order Status Listing. This report provides a listing of open work orders for time periods selected for each priority designator group (01-03, 04-08, 09-15).

	TO SEE	SELECT	PCN
a.	Open work orders that have exceeded the time parameter for a specific priority by ECC, Commodity Code, or model/ NSN,	Selected Work Order Status Listing,	AHO-009.

b. Press [Ctrl-F1] to display a parameter screen (fig. 7.4-1).

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
 NO HELP AVAILABLE        WEEKLY WORK ORDER REGISTER                AHO04F1G
              SAMS-2 SELECTED WORK ORDER STATUS LISTING PCN AHO-009
 ------------------------------------------------------------------------
    ENTER REPORT START AND END DATES (YYDDD) AND WO AGES (DAYS) FOR
    PD'S BELOW.

    TO SELECT RECORDS ENTER UP TO 10 COMMODITY CODES OR 20 ECC'S OR 10 EIC'S.
    IF NO COMMODITY CODES, ECC'S, OR EIC'S ARE ENTERED, ALL COMMODITY CODES
    WILL BE SELECTED.
    NOTE:  SELECTION BY EIC EQUATES TO SELECTION BY MODEL/NSN.  ENTER A '0'
    AND PRESS [HELP] TO START A SCROLL OF THE WWO AT THE FIRST EIC RECORD.

         REPORT START DATE =>          REPORT END DATE =>

           WO AGES FOR PD =>             (01-03)(04-08)(09-15)

          COMMODITY CODES =>

  ECC'S =>
          EIC'S =>
```

Figure 7.4-1. Selected Work Order Status Listing Screen.

(1) Enter the report start and end dates (ordinal) of the timeframe required.

(2) Enter the work order age (in days) for each priority designator group. The first entry field for WO AGES FOR PD is for PDs 01-03, the second for 04-08, and the third for 09-15. The fields are keyed to these groupings. The report shows those priority designators for which an age is specified plus a category of "all others".

(3) Enter the ECCs, Commodity Codes, or EICs required on the report. If none are entered, all Commodity Codes are shown. Press [Ctrl-F1].

(4) Press [Ctrl-F1] to print the report.

7.4.2 Workload Status Listing Part I - ECC. This report provides a listing of workload status and type of work for a time range specified.

a.

TO SEE	SELECT	PCN
Workload status and type of maintenance, showing quantity and manhours remaining, by ECC, Commodity Code, or model/NSN.	Status - ECC I,	AHO-010(I).

b. Press [Ctrl-F1] to display a parameter screen (fig. 7.4-2).

```
Enter data in the selected field.
                    WEEKLY WORK ORDER REGISTER                    AH004F1H
          SAMS-2 WORKLOAD STATUS LISTING PART I - ECC PCN AHO-010

        ENTER REPORT START AND END DATES (YYDDD) BELOW.

        TO SELECT RECORDS, ENTER UP TO 10 COMMODITY CODES, 20 ECC'S
        OR 10 EIC'S.  IF NONE OF THESE ARE ENTERED, ALL COMMODITY
        CODES WILL BE PRINTED FOR DATE RANGE ENTERED.

        NOTE:  SELECTION BY EIC EQUATES TO SELECTION BY MODEL/NSN.

        REPORT START DATE ==>                REPORT END DATE ==>

       COMMODITY CODES =>

    ECC'S =>

       EIC'S =>
```

Figure 7.4-2. Workload Status Listing Part I - ECC Screen.

(1) Enter the start and end dates (ordinal) of the timeframe required.

(2) Enter the ECCs, Commodity Codes, or EICs to show on the listing. If none are entered, all Commodity Codes are printed. Press [Ctrl-F1].

(3) Press [Ctrl-F1] to print the report.

7.4.3 Workload Status Listing Part II - Unit/Activity. This report is the same as the Part I listing, except that data is shown by UIC and ECC.

a. TO SEE	SELECT	PCN
Workload status and type of maintenance, showing quantity and manhours remaining, by unit/activity and model/NSN,	Status - Unit II,	AHO-010 (II).

b. Press [Ctrl-F1] to display a parameter screen (fig. 7.4-3).

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
 NO HELP AVAILABLE        WEEKLY WORK ORDER REGISTER                AH004F1I
       SAMS-2 WORKLOAD STATUS LISTING PART II UNIT/ACTIVITY PCN AHO-010

       ENTER REPORT START AND END DATES (YYDDD).

       ENTER UP TO 10 EIC'S TO BE REPORTED. IF NO EIC'S ARE ENTERED,
       ALL EIC'S WITHIN THE START AND END RANGE WILL BE SELECTED.

       ENTER UP TO 6 SPT UIC'S.  IF NONE ARE ENTERED, ALL WILL BE SELECTED.

           REPORT START DATE => _          REPORT END DATE =>

           UIC'S =>

           EIC'S =>

NOTE:  SELECTION BY EIC EQUATES TO SELECTION BY NSN/MODEL.  TO SEARCH THE
WWO FOR EIC'S ENTER A 'D' AND PRESS [Ctrl-F2] TO START AT THE 1ST EIC RECORD
ENTER ANY OTHER COMBINATION OF 1 TO 3 VALUES TO NARROW THE SEARCH.
```

Figure 7.4-3. Workload Status Listing Part II - Unit/Activity Screen.

(1) Enter the report start and end dates (ordinal) of the timeframe required.

(2) Enter up to six UICs.

(3) Enter up to 10 EICs, or leave blank for all EICs. Press [Ctrl-F1].

(4) Press [Ctrl-F1] to print the report.

7.4.4 Workload Age Summary Listing Part I-ECC. This report provides a listing of open work orders for a time range specified.

a.

TO SEE	SELECT	PCN
Quantity of open work orders that fall into a selected range of days, by ECC or Commodity Code,	Age - ECC I,	AHO-011 (I).

b. Press [Ctrl-F1] to display a parameter screen (fig. 7.4-4).

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
                         WEEKLY WORK ORDER REGISTER                    AHO04F1J
        SAMS-2 WORKLOAD AGE SUMMARY LISTING PART I ECC PCN AHO-011

        ENTER DESIRED REPORT  WORK ORDER AGE RANGES.

        THIS REPORT MAY BE SELECTED BY COMMODITY CODES OR ECC'S,
        BUT NOT BOTH.

        ENTER UP TO 10 COMMODITY CODES OR 20 ECC'S TO BE PRINTED.
        IF NO COMMODITY CODES OR ECC'S ARE ENTERED,  ALL COMMODITY
        CODES WILL BE SELECTED.

           AGE RANGES =>

       COMMODITY CODES =>

   ECC'S =>
```

Figure 7.4-4. Workload Age Summary Listing Part I - ECC Screen.

(1) Enter the last day of the work order age ranges (in days) required. (For example, for age ranges 1-30, 31-60, and 61-90, enter 30 in the first field, 60 in the second field and 90 in the third field.) The report shows these ranges and a fourth range headed OVER _ DAYS.

(2) Enter the ECCs or Commodity Codes to be displayed on the report. If none are entered, all Commodity Codes are shown. Press [Ctrl-F1].

(3) Press [Ctrl-F1] to print the report.

7.4.5 Workload Age Summary Listing Part II-Unit/Activity. This report is the same as Part I except that the data is shown by UIC.

a.

TO SEE	SELECT	PCN
Quantity of open work orders that fall into a selected range of days, by support battalion. Selectable by ECC, Commodity Code, or model/NSN,	Age - Unit II,	AHO-011 (II).

b. Press [Ctrl-F1] to display a parameter screen (fig. 7.4-5).

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
 NO HELP AVAILABLE        WEEKLY WORK ORDER REGISTER                AHO04F1K
    SAMS-2 WORKLOAD AGE SUMMARY LISTING PART II UNIT/ACTIVITY PCN AHO-011

  ENTER DESIRED REPORT WORK ORDER AGE RANGES.  THIS REPORT MAY BE SELECTED BY
  COMMODITY CODES, ECC'S, OR EIC'S, BUT NOT ALL THREE.

  ENTER UP TO 8 COMMODITY CODES, 10 ECC'S, OR 6 EIC'S.  IF NONE ARE ENTERED,
  ALL COMMODITY CODES WILL BE SELECTED.

  ENTER UP TO 4 SPT UIC'S.  IF NONE ARE ENTERED, ALL WILL BE SELECTED.

        AGE RANGES =>                  COMMODITY CODES =>

                    UIC'S =>
                    ECC'S =>
                    EIC'S =>

  NOTE:  SELECTION BY EIC EQUATES TO SELECTION BY NSN/MODEL.  ENTER A '0'
  AND PRESS [Ctrl-F2] TO BRING UP THE FIRST WWO RECORD WITH AN EIC.  ENTER ANY
  OTHER COMBINATION OF 1 TO 3 VALUES TO NARROW THE SEARCH.
```

Figure 7.4-5. Workload Age Summary Listing Part II - Unit/Activity Screen.

(1) Enter the last day of the work order ranges (in days) required. (For example, for age ranges 1-30, 31-60, and 61-90, enter 30 in the first field, 60 in the second field and 90 in the third field.) The report shows these ranges and a fourth range headed OVER _ DAYS.

(2) Enter the UICs, ECCs, Commodity Codes, or EICs to appear on the report. If none are entered, all Commodity Codes are shown. Press [Ctrl-F1].

(3) Press [Ctrl-F1] to print the report.

7.5 Work Order Parts. There are three processes in this selection which provide the following reports. These reports show information about parts required for work orders.

a. Parts Detail Exception Listing, PCN AHO-012.

b. Multiple Parts Request Exception Listing, PCN AHO-013.

c. Work Order Status/Parts Listing, PCN AHO-032.

7.5.1 Parts Detail Exception Listing.

a. TO SEE	SELECT	PCN
Work orders and repair parts which by priority equal or exceed a selected number of days, by ECC, Commodity Code, or model/noun,	Parts Detail Exception,	AHO-012.

b. Press [Ctrl-F1] to display a parameter screen (fig. 7.5-1).

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
NO HELP AVAILABLE        WEEKLY WORK ORDER REGISTER                AHO04F1L
              SAMS-2 PARTS DETAIL EXCEPTION LISTING PCN AHO-012

          ENTER WO AGE REQUESTS (DAYS) FOR PD BELOW.

          TO SELECT RECORDS, ENTER UP TO 10 COMMODITY CODES, 20 ECC'S
          OR 10 EIC'S.  IF NO COMMODITY CODES, ECC'S OR EIC'S ARE
          ENTERED, ALL COMMODITY CODES WILL BE SELECTED.
          NOTE: SELECTION BY EIC, EQUATES TO SELECTION BY MODEL/NSN.

     WO AGES FOR PD => _          (01-03)(04-08)(09-15)

      COMMODITY CODE =>

     ECC'S =>

     EIC'S =>
     ** WHEN SEARCHING THE WWO FOR EIC'S, ENTER A '0' AND PRESS [Ctrl-F2] TO
        BRING UP THE FIRST RECORD WITH AN EIC.  ENTER ANY OTHER COMBINATION
        OF 1 TO 3 VALUES TO NARROW THE SEARCH.
```

Figure 7.5-1. Parts Detail Exception Listing Screen.

(1) Enter the work order age (in days) required for each Priority Designator group (01-03, 04-08, 09-15). The listing shows those Priority Designators for which an age is specified (plus a category showing those older).

(2) Enter the ECCs, Commodity Codes, or EICs to appear on the report. If none are selected, all Commodity Codes are printed. Press [Ctrl-F1].

(3) Press [Ctrl-F1] to print the report.

7.5.2 Multiple Parts Request Exception Listing.

a. TO SEE	SELECT	PCN

Critical repair parts required by several work orders, which, by priority, exceed the selected number of requests,	Multiple Parts Request Exception,	AHO-013.

b. Press [Ctrl-F1] to display a parameter screen (fig. 7.5-2).

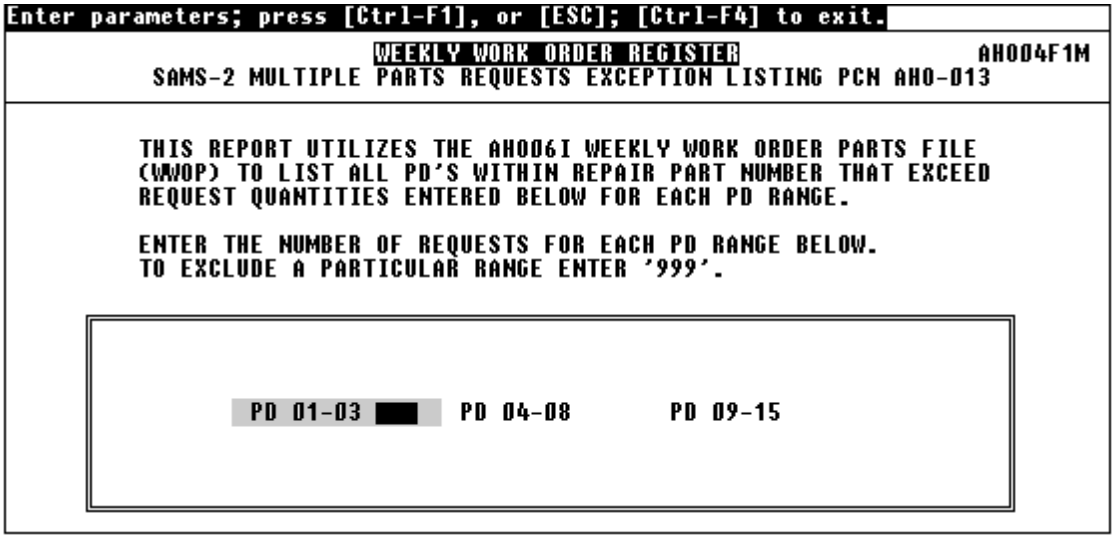


Figure 7.5-2. Multiple Parts Request Exception Screen.

(1) Enter the minimum quantity of requests for each priority designator group to appear on the report. The report shows numbers of requests equal to or greater than the number entered.

(2) Press [Ctrl-F1] to print the report.

7.5.3 Work Order Status/Parts Listing.

a. TO SEE	SELECT	PCN
Work order/parts information in PD age for UIC Spt or UIC Customer, WO status, and ECC or EIC selected,	Work Order Status/ Parts Listing,	AHO-032.

b. Press [Ctrl-F1] to display a parameter screen (fig. 7.5-3).

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
HELP AVAILABLE          WEEKLY WORK ORDER REGISTER                    AH004F1Z
          SAMS-2 WORK ORDER STATUS AND PARTS LISTING PCN AHO-032

          WO AGES FOR PD:                (01-03)(04-08)(09-15)

           TYPE UIC:   (S)Support or (C)Customer or (B)Customer Battalion
           UIC:

           WO STATUS:

           TYPE MAINT REQ CD:

           ECC:

           EIC:

           GROUP BY UIC:   (Y OR N)  DEADLINED REPORTABLE ONLY    (Y OR N)
** WHEN SEARCHING THE WWO FOR EIC'S, ENTER A '0' AND PRESS [Ctrl-F2] TO
  BRING UP THE FIRST RECORD WITH AN EIC. ENTER ANY OTHER COMBINATION OF 1 TO
  3 VALUES TO NARROW THE SEARCH. EIC SELECTION EQUATES TO EQUIPMENT MODEL.
```

Figure 7.5-3. Work Order Status and Parts Listing Screen.

(1) Enter the work order ages by priority group required. Enter up to 5 UICs (support or customer), up to 6 work order status codes, and up to 12 ECCs or 8 EICs. If none are entered, all are selected for the report.

(2) If a UIC(s) is entered, type UIC, S (Support), C (Customer), or B (Customer Battalion). If left blank, defaults to all UICs.

(3) Enter Y to sort the report by UIC. Enter N to sort the report in WO sequence.

(4) Enter Y to print only deadlined reportable jobs.

(5) Press [Ctrl-F1] to print the report.

7.6 Maintenance Performance. The 7 processes in this selection provide the following 13 reports which show the maintenance performance of support maintenance activities.

Support Maintenance Average Reports	Production/Backlog Reports
Support Maintenance Turn-around Time (Days), Unit/Activity, PCN AHO-005	Maintenance Production/Backlog Report (by Quantity Repaired), PCN AHO-025
Support maintenance Turn-around Time (Days), ECC, PCN AHO-006	Maintenance Production/Backlog Report (by Work Order Count), PCN AHO-029
Support Maintenance Meantime to Repair (Manhours) Unit/ Activity, PCN AHO-007	Maintenance Production/Backlog by ECC (for Support Unit by Item Count), PCN AHO-030
Support Maintenance Meantime to Repair (Manhours), ECC, PCN AHO-008	Maintenance Production/Backlog by ECC (for Support Unit by Work Order Count), PCN AHO-031
	Maintenance Production/Backlog by ECC (for Battalion by Item count), PCN AHO-033
	Maintenance Production/Backlog by ECC (for Battalion by Work Order Count), PCN AHO-034
	Maintenance Production/Backlog by ECC (for Division by Item count), PCN AHO-035
	Maintenance Production/Backlog by ECC (for Division by Work Order Count), PCN AHO-036
	Production/Backlog Status, PCN AHO-014

7.6.1 Support Maintenance Averages.

a. TO SEE	SELECT	PCN
The average turnaround time for completed work and time in status for each maintenance battalion, by ECC or Commodity Code,	TAT By Unit/Activity,	AHO-005.
The average turnaround time by priority group for completed work and time in status, by ECC or Commodity Code.	Turn Around Time ECC,	AHO-006.
The average maintenance repair time in manhours, by priority group for each maintenance battalion, by ECC or Commodity Code. HELP is available for the UIC, Commodity Code and ECC fields,	MTTR by Unit,	AHO-007.
The average maintenance repair time in manhours, for all DSUs combined, by priority group, ECC, or Commodity Code,	Maint Meantime ECC,	AHO-008.

b. When one of the above maintenance performance reports is selected, a parameter screen (fig. 7.6-1) appears. The selections on the parameter screens for these reports are the same. The report names and the text differ slightly.

Enter parameters; press [Ctrl-F1, or [ESC]; [Ctrl-F4] to exit.

SAMS-2 SUPPORT MAINTENANCE TURNAROUND TIME (DAYS) **AHO04F1N**

UNIT/ACTIVITY PCN AHO-005

Enter parameters; press [Ctrl-F1, or [ESC]; [Ctrl-F4] to exit.

SAMS-2 SUPPORT MAINTENANCE TURNAROUND TIME (DAYS) ECC **AHO04F1O**

PCN-AHO-006

Enter parameters; press [Ctrl-F1, or [ESC]; [Ctrl-F4] to exit.

SAMS-2 SUPPORT MAINTENANCE MEANTIME TO REPAIR (MANHOURS) **AHO04F1P**

UNIT/ACTIVITY PCN AHO-007

Enter parameters; press [Ctrl-F1, or [ESC]; [Ctrl-F4] to exit.

SAMS-2 SUPPORT MAINTENANCE MEANTIME TO REPAIR (MANHOURS) **AHO04F1Q**

ECC PCN AHO-008

ENTER REPORT START AND END DATES (YYDDD) BELOW

THIS REPORT MAY BE SELECTED BY COMMODITY CODES OR ECC,S

ENTER UP TO 10 COMMODITY CODES OR 20 ECC,S TO BE PRINTED.
IF NO COMMODITY CODES OR ECC,S ARE ENTERED, ALL COMMODITY CODES WILL BE SELECTED.

REPORT START DATE ⇨ **REPORT END DATE** ⇨

COMMODITY CODES ⇨

ECC,S

Figure 7.6-1. Maintenance Performance Screens.

(1) Enter the ordinal start and end dates of the time period to show on the report.

(2) Enter the ECCs or Commodity Codes to show on the report. If none are entered, all Commodity Codes are printed.

(3) Press [Ctrl-F1] to print the report.

7.6.2 Maintenance Production/Backlog Report.

a. There are nine numbered reports that show maintenance production and backlog information. The format of eight of the reports is the same; the information displayed and how it is selected is different. The ninth (PCN AHO-014) is a production/backlog status report similar to SAMS-1 PCN AHN-022.

b. TO SEE	SELECT	PCN
A production summary by Support UIC and command roll-up, by Commodity Code showing a backlog analysis and production index; also ending status of open work orders (PD 01-08) over 30 days old. Selectable by quantity repaired or work order count. HELP is available for the SPT UIC field.	Maint Prod/Backlog,	AHO-025/AHO-029.

(1) Press [Ctrl-F1] to display a parameter screen (fig. 7.6-2).

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
 NO HELP AVAILABLE     MAINTENANCE PRODUCTION/BACKLOG                AH004F1W
          SAMS-2 MAINTENANCE PRODUCTION/BACKLOG PCN AHO-025/029

   ==> ENTER REPORT START AND END DATES BELOW IN (YYDDD) FORMAT AND
       ENTER UP TO 6 SUPPORT UIC'S.  IF NO UIC'S ARE ENTERED, ALL
       WILL BE PRINTED.  ENTER SELECTION BY QUANTITY OR WORK ORDER COUNT.

           REPORT START DATE  _      REPORT END DATE

           SPT UIC'S ==>

   *** ENTER 'Y' BELOW TO SELECT REPORT FORMAT (ONE SELECTION ONLY!) ***

   ==>        PCN AHO-025  SELECTION BY QUANTITY REPAIRED

   ==>        PCN AHO-029  SELECTION BY WORK ORDER COUNT
```

Figure 7.6-2 Maintenance Production/Backlog Screen

(a) Enter the ordinal start and end dates of the time period to show on the report. Select either work order count or quantity repaired format.

(b) Press [Ctrl-F1] to print the report.

(2) After the report is printed, the system also prints a listing of work orders whose ECCs are not on the ECC Master File.

c. TO SEE	SELECT	PCN

A production summary by ECC showing a backlog analysis and production index; also ending status of open work orders (PD 01-08) over 30 days old. Selectable by quantity repaired or work order count. HELP is available for the SPT UIC field for AHO-030/031 and AHO-033/034.

For Support Units,	Maint Prod/BL by ECC,	AHO-030/AHO-031.
For Battalion,	by ECC,	Maint Prod/BL AHO-033/AHO-034.
For Division,	Maint Prod/BL by ECC,	AHO-035/AHO-036.

(1) Press [Ctrl-F1] to display a selection screen (fig. 7.6-3).

```
MAINTENANCE PRODUCTION BACKLOG                    AHO04F2Y
SAMS-2 MAINTENANCE PRODUCTION/BACKLOG (ECC)

⇨ TO CHOOSE THE TYPE OF REPORT, MOVE THE HIGHLIGHT TO THE
  DESIRED FIELD THEN PRESS [GO].

BY SPT UNIT        PCN AHO-030/031
FOR BATTALION      PCN AHO-033/034
FOR DIVISION       PCN AHO-035/036

⇨ TO FINISH PRESS [FINISH], NO REPORT IS PROCESSED
```

Figure 7.6-3. Maintenance Production/Backlog by ECC Selection Screen.

(2) Select a report by moving the highlight. Press [Ctrl-F1] to display one of the parameter screens shown in figure 7.6-4.

Enter parameters; press [Ctrl-F1, or [ESC]; [Ctrl-F4] to exit.

MAINTENANCE PRODUCTION/BACKLOG **AHO04F1Y**

SAMS-2 MAINTENANCE PRODUCTION/BACKLOG (ECC) BY SPT UNIT PCN-AHO-030/031

Enter parameters; press [Ctrl-F1, or [ESC]; [Ctrl-F4] to exit.

MAINTENANCE PRODUCTION/BACKLOG **AHO04F1Y**

SAMS-2 MAINTENANCE PRODUCTION/BACKLOG (ECC) FOR BATTALIONPCN AHO-033/034

Enter parameters; press [Ctrl-F1, or [ESC]; [Ctrl-F4] to exit.

MAINTENANCE PRODUCTION/BACKLOG **AHO04F3Y**

SAMS-2 MAINTENANCE PRODUCTION/BACKLOG (ECC) FOR DIVISION PCN AHO-035/036

ENTER REPORT START AND END DATES BELOW IN (YYDDD) FORMAT

REPORT START DATE

REPORT END DATE

ENTER "Y" BELOW TO SELECT REPORT FORMAT (ONE SELECTION ONLY)

SELECTION BY QUANTITY REPAIRED

OR

SELECTION BY WORK ORDER COUNT

Figure 7.6-4. Maintenance Production/Backlog by ECC Screens.

(a) Enter the ordinal start and end dates of the time period to appear on the report. Enter Y to select either work order count or quantity repaired.

(b) Press [Ctrl-F1] to print the report.

(3) After the report is printed, the system prints a listing of work orders whose ECCs are not on the ECC Master File.

d. TO SEE	SELECT	PCN
A production/backlog summary by Spt UIC and Status, shop section for up to 6 Spt UICs or all Spt UICs,	Prod/Backlog,	AHO-014.

(1) Press [Ctrl-F1] to display a selection screen (fig. 7.6-5).

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
                SAMS-2 PRODUCTION/BACKLOG STATUS  (PCN AHO-014)   AHO04FD1
                           RECORD SELECTION CRITERIA

 BEG BAL: ANY OPEN WO WITH A DATE-ACPT LESS THAN REPORT START DATE.
          ANY COMPL WO WITH A DATE-ACPT LESS THAN REPORT START DATE
          AND A 'U' STATUS DATE NOT LESS THAN THE REPORT START DATE.
 WO REC:  ANY OPEN/COMPL WO WITH A DATE-ACPT NOT LESS THAN RPT ST DATE.
 WO COMP: ANY COMPL WO WHICH MEETS THE BEG BAL OR WO REC CRITERIA.

      ENTER UP TO 6 SPT UIC'S.  IF NO UIC'S ARE ENTERED, ALL WILL BE
      SELECTED FOR REPORT START DATE ENTERED.

      SPT UIC'S  _

      THE REPORT START DATE DETERMINES THE CUT-OFF FOR WORK ORDER
      BEGINNING COUNT ON THE REPORT.

      REPORT START DATE:        (YYDDD)
```

Figure 7.6-5. Production/Backlog Status Screen.

(a) Enter from one to six support UICs or leave blank to select all UICs. Press [Ctrl-F1].

(b) Enter the ordinal start date for the report, press [Ctrl-F1].

(2) Press [Ctrl-F1] to print the report.

7.7 Maintenance Cost.

a. This process provides five cost-tracking reports:

(1) Maintenance Cost Command Roll-Up, PCN AHO-019.

(2) Maintenance Cost By Commodity, PCN AHO-020.

(3) Maintenance Cost By ECC, PCN AHO-021.

(4) Maintenance Cost By Customer, PCN AHO-022.

(5) Maintenance Cost By APC, PCN AHO-023.

b. TO SEE	SELECT	PCN
A summary of manhours and	Command Rollup,	AHO-019.

cost data for completed DS work orders, for each maintenance company rolled up by customer unit and parent battalion,		
A summary of manhours and cost data for completed DS work orders, by ECC, for each maintenance company,	Commodity,	AHO-020.
The total of manhours and cost data, listed by closed work orders, for each maintenance company by APC,	APC,	AHO-023.

(1) Press [Ctrl-F1] to display one of the parameter screens in figure 7.7-1. The parameter screens for these reports are the same except for the report title.

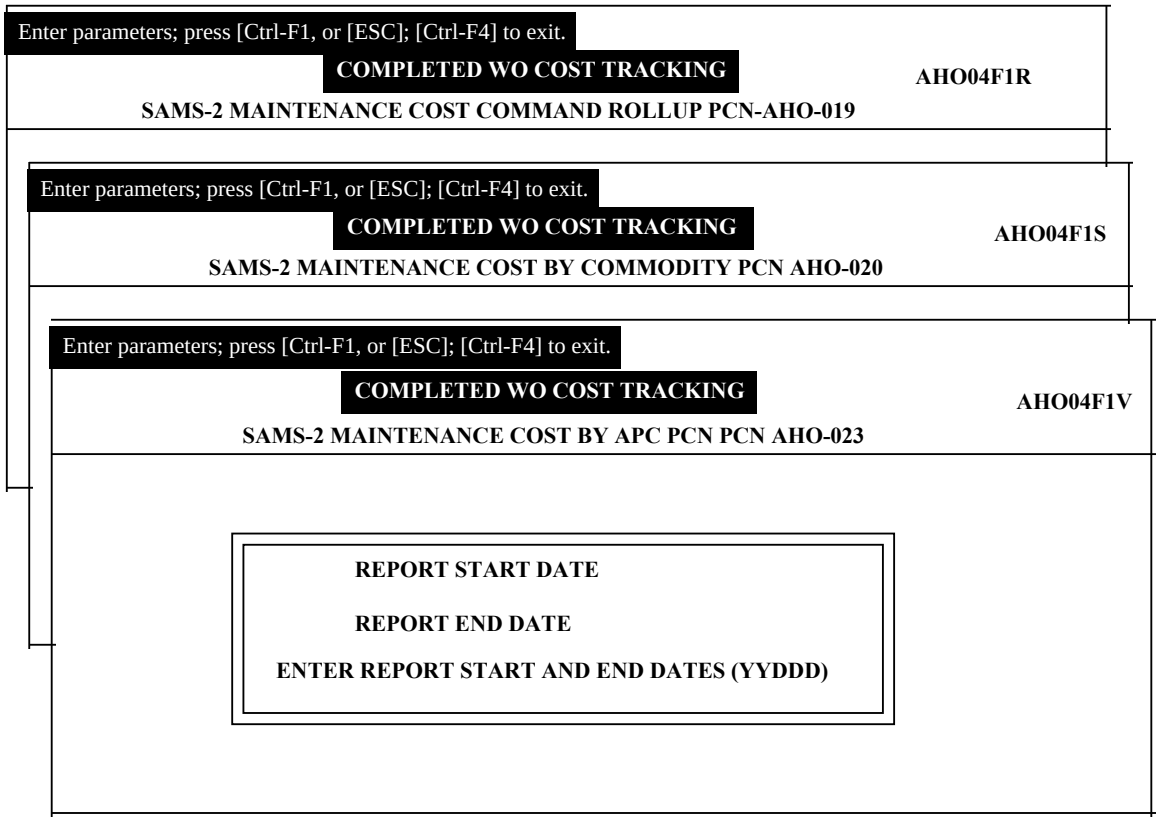


Figure 7.7-1. Cost - Command, Commodity, APC Screens.

(2) Enter the ordinal start and end dates of the time period to appear on the report.

(3) Press [Ctrl-F1] to print the report.

c.

TO SEE	SELECT	PCN
The total of manhours and cost data, listed by completed DS work order, for each UIC Support and ECC, selectable by model/NSN,	ECC,	AHO-021.
The total of manhours and cost data, listed by completed DS work order, for each UIC Support and customer unit, selectable by model/NSN,	Customer,	AHO-022.

(1) Press [Ctrl-F1] to display a parameter screen (fig. 7-7-2)

Enter parameters; press [Ctrl-F1, or [ESC]; [Ctrl-F4] to exit.

COMPLETED WO COST TRACKING **AHO04F1T**

SAMS-2 MAINTENANCE COST BY ECC PCN AHO-021

Enter parameters; press [Ctrl-F1, or [ESC]; [Ctrl-F4] to exit.

COMPLETED WO COST TRACKING **AHO04F1U**

SAMS-2 MAINTENANCE COST BY CUSTOMER PCN PCN AHO-022

RECORDS ARE SELECTED FOR EACH WORK ORDER FOUND WITH A DATE COMPLETED WHICH FALLS WITHIN THE REPORT START AND END DATES ENTERED (YYDDD).

ENTER UP TO 10 EIC'S TO SELECT SPECIFIC MODELS OF EQUIP FOR REPORT RANGE. IF NO EIS'S ARE ENTERED, ALL WILL BE PRINTED

REPORT START DATE

REPORT END DATE

EIC'S

Figure 7.7-2. Cost - ECC, Customer Screens.

(a) Enter the start and end dates of the report. Press [Ctrl-F1].

(b) Enter the EICs to show on the report. If none are entered, all EICs are shown. Press [Ctrl-F1].

(2) Press [Ctrl-F1] to print the report.

7.8 Operational Readiness Float. There are two processes in this selection which provide the following reports:

a. Monthly Float Usage and Accumulative Report, PCN AHO-039/040.

b. ORF Status and Utilization Report, PCN AHO-041.

7.8.1 Monthly Float Usage and Accumulative Report.

a.

TO SEE	SELECT	PCN
ORF demands, issues, by SPT UIC or LIN for the report range entered,	Monthly Float Usage and Accumulative Report,	AHO-039/AHO-040.

b. Press [Ctrl-F1] to display a parameter screen (fig. 7.8-1).

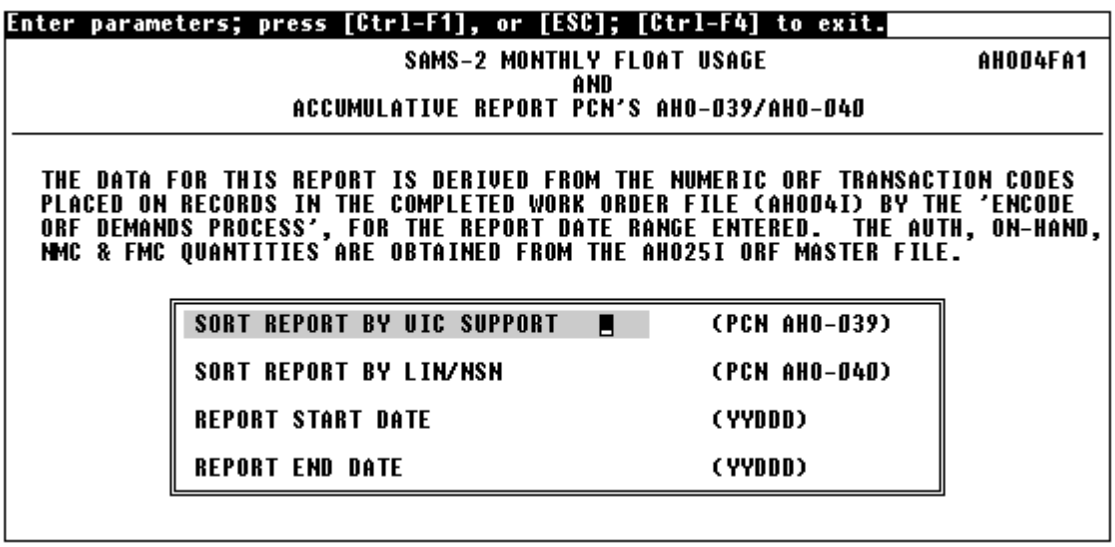


Figure 7.8-1. Monthly Float Usage and Accumulative Report Screen.

(1) Select either UIC Support or LIN/NSN format. Enter the ordinal start and end dates of the time period the report is to show.

(2) Press [Ctrl-F1] to print the report.

7.8.2 ORF Status and Utilization Report.

a.

TO SEE	SELECT	PCN

Accumulated ORF data and new ORF reorder quantity,	ORF Status and Utilization,	AHO-041.

b. Press [Ctrl-F1] to display the information screen in figure 7.8-2.

```
Press [Ctrl-F1] to print or [Ctrl-F4] to exit.
                    OPERATIONAL READINESS FLOAT                    AHO04FB1
              SAMS-2 ORF UTILIZATION REPORT PCN AHO-041

   THIS REPORT IS PRODUCED FROM DATA ACCUMULATED IN THE ORF MASTER FILE
   (AHO25I), AS OF THE LAST EXECUTION DATE OF THE ORF DEMANDS PROCESS. THIS
   DATE IS CONTAINED ON THE LOOKUP FILE (AHO012I) 'CF' RECORD AS 'DATE OF
   LAST ORF UPDATE'.

   THE REPORT RECOMMENDS NEW OH QUANTITIES USING CURRENT ACCUMULATED ORF
   FILE DATA IN THE FOLLOWING CALCULATION:

       NEW RECOMMENDED OH QTY =
       ((TOTAL DMDS / 365) * DMD SAT OBJ) * (TAT DAYS / TOTAL DMDS))

   NOTE:  THE NEW QTY CAN BE USED AS AN INDICATOR OF STOCKAGE REQUIREMENTS,
          OR AS INPUT TO THE STOCK RECORD OFFICER (SRO) FOR ORF STOCKAGE
          DETERMINATION I/A/W DA PAM 710-2-2.
```

Figure 7.8-2. ORF Utilization Report Screen.

c. Press [Ctrl-F1] to print the report.

7.9 Manhour Accounting. There are two processes in this selection which provide the following reports:

a. Manpower Utilization Report, PCN AHO-044.

b. Personnel Utilization Report, PCN AHO-045.

7.9.1 Manpower Utilization Report.

a. TO SEE	SELECT	PCN
Productive and nonproductive manpower utilization percentages by Spt UIC and/or Shop Section,	Manpower Utilization Report,	AHO-044.

b. Press [Ctrl-F1] to display a parameter screen (fig. 7.9-1).

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
                    SAMS-2 MANPOWER UTILIZATION REPORT                AHO04FC1
                              PCN AHO-044

     UP TO 6 SPT UIC'S AND/OR UP TO 10 SHOP CD'S AND REPORT RANGE MAY BE
     ENTERED.  THIS REPORT WILL BE TAILORED TO THE UIC'S, SHOP CD'S AND
     REPORT RANGE ENTERED.  TO SELECT RECORDS FOR A PARTICULAR MONTH/YEAR,
     ENTER THE SAME MONTH/YEAR IN THE 'FROM' AND 'TO' REPORT RANGE.

     ENTER DATE RANGE OF RECORDS TO BE SELECTED BELOW (MM/YY).

     UIC SPT'S => _

       OR (PRESS [Ctrl-F2] ON BLANK UIC OR SHOP CD FIELD TO SCROLL FILE)

     SHOP CD'S =>

     REPORT RANGE:  FROM:    /          TO:    /
```

Figure 7.9-1. Manpower Utilization Report Screen.

(1) Enter up to 6 Support UICs and/or 10 Shop Codes, or press [Ctrl-F2] and then
[F8] on either field to display a scroll window (fig. 7.9-2).

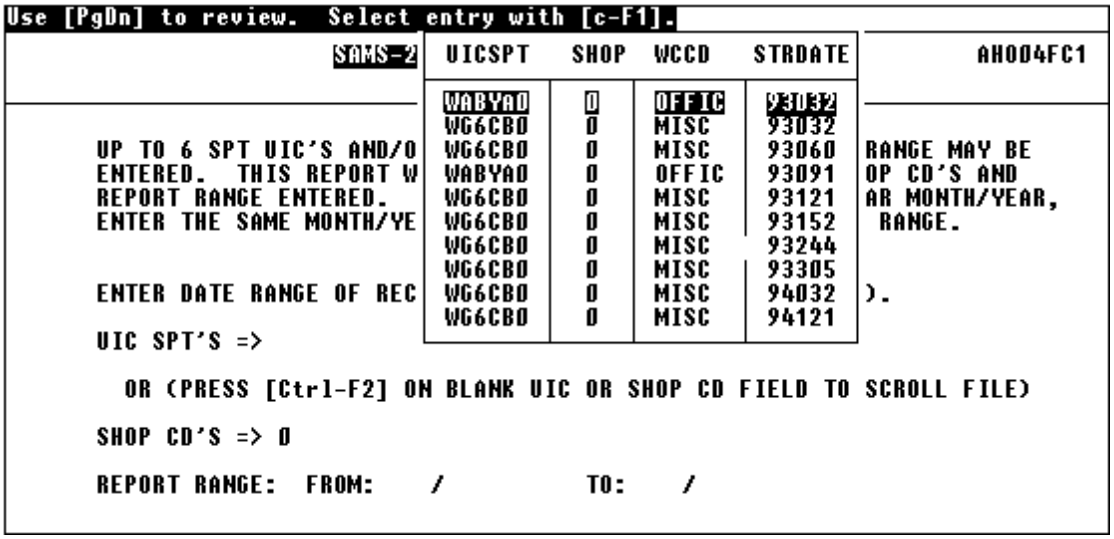


Figure 7.9-2. Manpower Utilization Report Scroll Window (example).

(a) To select a record, move the highlight and press [Ctrl-F1].

(b) To remove the help window, press [Esc].

(2) If no entries are made, all records are printed.

(3) Enter month/year for report range required. For a specific month, enter that month/year in FROM and TO ranges.

c. Press [Ctrl-F1] to print the report.

7.9.2 Personnel Utilization Report.

a. TO SEE	SELECT	PCN
Productive and nonproductive manhours expended and manpower utilization percentages, by Assigned Labor Code,	Personnel Utilization Report,	AHO-045.

b. Press [Ctrl-F1] to display a parameter screen (fig. 7.9-3).

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
                    SAMS-2 PERSONNEL UTILIZATION REPORT          AH004F1D
                              PCN AHO-045

     UP TO 6 SPT UIC'S AND/OR UP TO 10 SHOP CD'S AND REPORT RANGE MAY BE
     ENTERED.  THIS REPORT WILL BE TAILORED TO THE UIC'S, SHOP CD'S AND
     REPORT RANGE ENTERED.  TO SELECT RECORDS FOR A PARTICULAR MONTH/YEAR,
     ENTER THE SAME MONTH/YEAR IN THE 'FROM' AND 'TO' REPORT RANGE.

     ENTER DATE RANGE OF RECORDS TO BE SELECTED BELOW (MM/YY).

     UIC SPT'S => _

       OR (PRESS [HELP] ON BLANK UIC OR SHOP CD FIELD TO SCROLL FILE)

     SHOP CD'S =>

     REPORT RANGE:  FROM:    /          TO:    /
```

Figure 7.9-3. Personnel Utilization Report Screen.

(1) Enter up to 6 Support UICs and/or 10 Shop Codes, or press [Ctrl-F2] and [F8] on either field to display a scroll window (fig. 7.9-4).

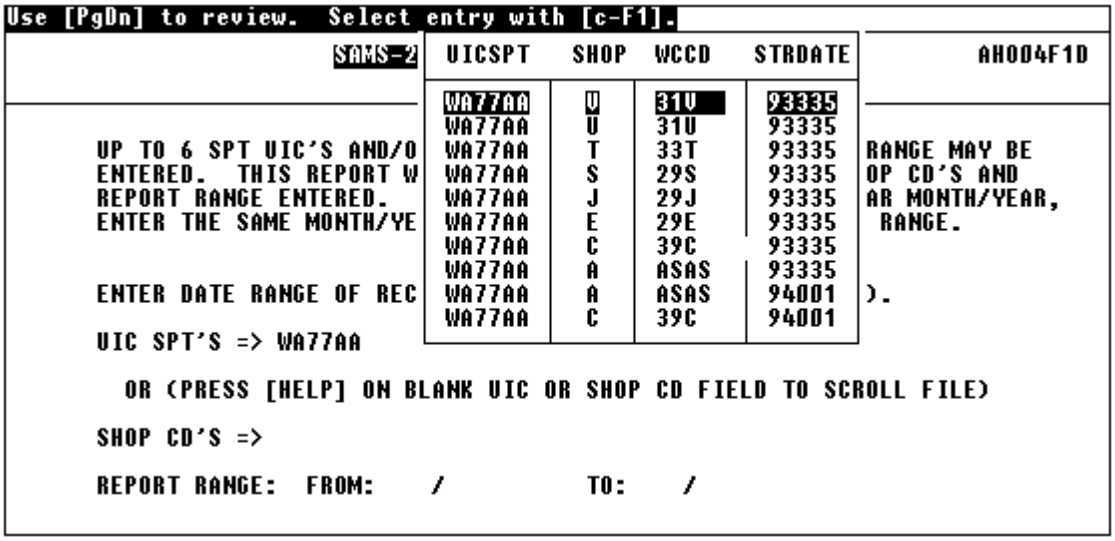


Figure 7.9-4. Personnel Utilization Report Scroll Window (example).

(a) To select a record, move the highlight and press [Ctrl-F1].

(b) To remove the help window, press [Esc].

(2) If no entries are made, all records are printed.

(3) Enter month/year for report range required. For a specific month, enter that month/year in FROM and TO ranges.

c. Press [Ctrl-F1] to print the report.

SECTION 8. INPUT/OUTPUT

8.1 Input/Output Activity.

a. The Input/Output Activity is the part of SAMS-2 that exchanges information with other SAMS sites and other systems. Data is moved in and out of the system via magnetic diskette or communications (comm) and the files of SAMS-2 are updated and kept current.

b. SAMS-2 exchanges data with:

(1) Other SAMS-2 sites.

(2) SAMS I/TDA sites.

(3) SAMS-1 sites.

(4) ULLS.

(5) CSSCS. CSSCS will identify on the CSSCS Tracked Items List (CTIL), UIC(s) and equipment to be reported by the SAMS-2 site. Daily, SAMS-2 will report on the CTIL Response, the UIC(s), NSN, Maintenance Level, Work Request Status, and Projected Repair Hours.

(6) Wholesale level (MMC only).

c. Figure 8.1-1 shows the data exchange in SAMS-2.

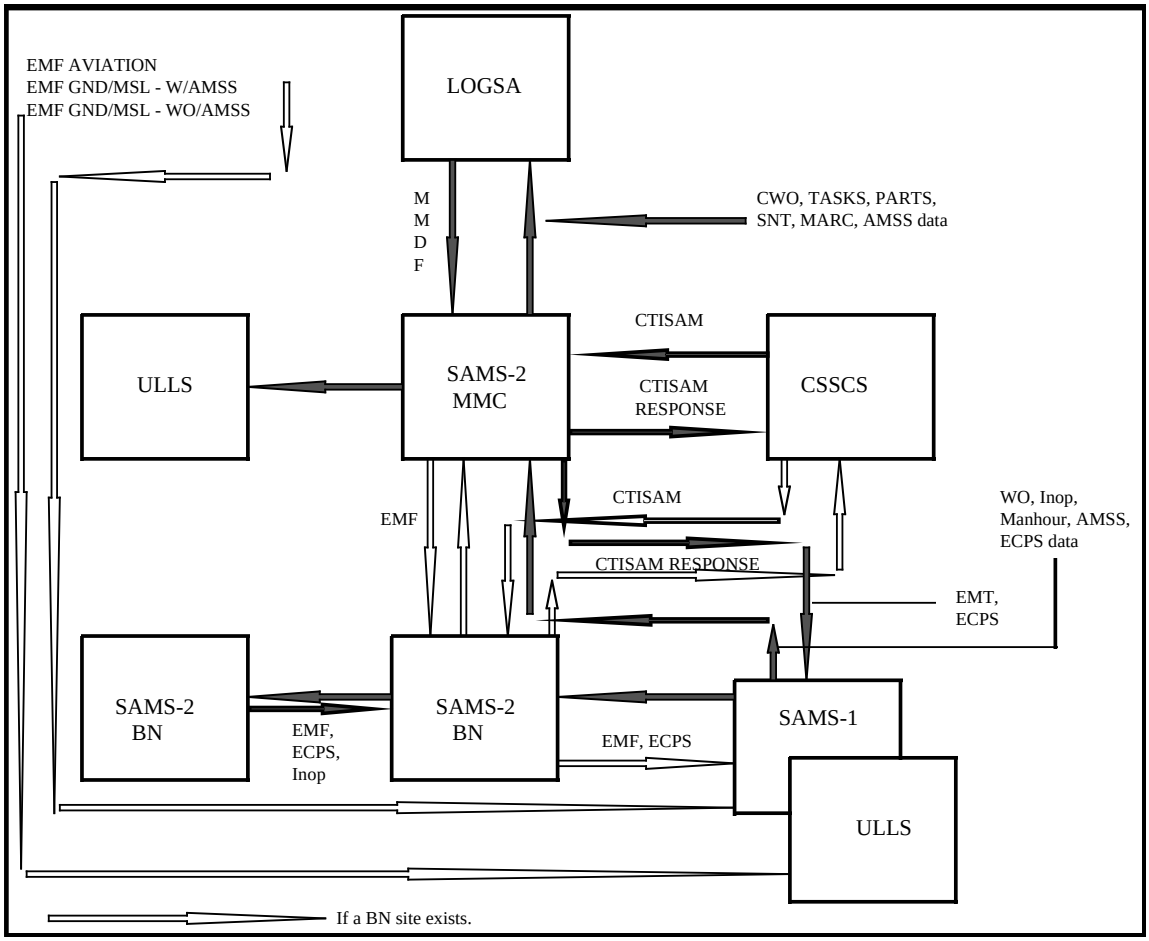


Figure Fig 8.1-1. Data Exchange in SAMS-2

d. The major differences between SAMS-2 BN and SAMS-2 MMC are in the Input/Output Activity. In this section, if no distinction is made the process is same in both levels of SAMS-2.

e. Data is transferred using the Diskette/Comm transfer and Update processes (IN/OUT).

f. Two methods are available for data transfer:

(1) One step method: Data is moved directly to/from the SAMS-2 files using only input or output read/write process.

(2) Two step method: Data is moved to/from the SAMS-2 files by performing an input or output process before or after reading or writing to disk/comm. (See fig. 8.1-2.)

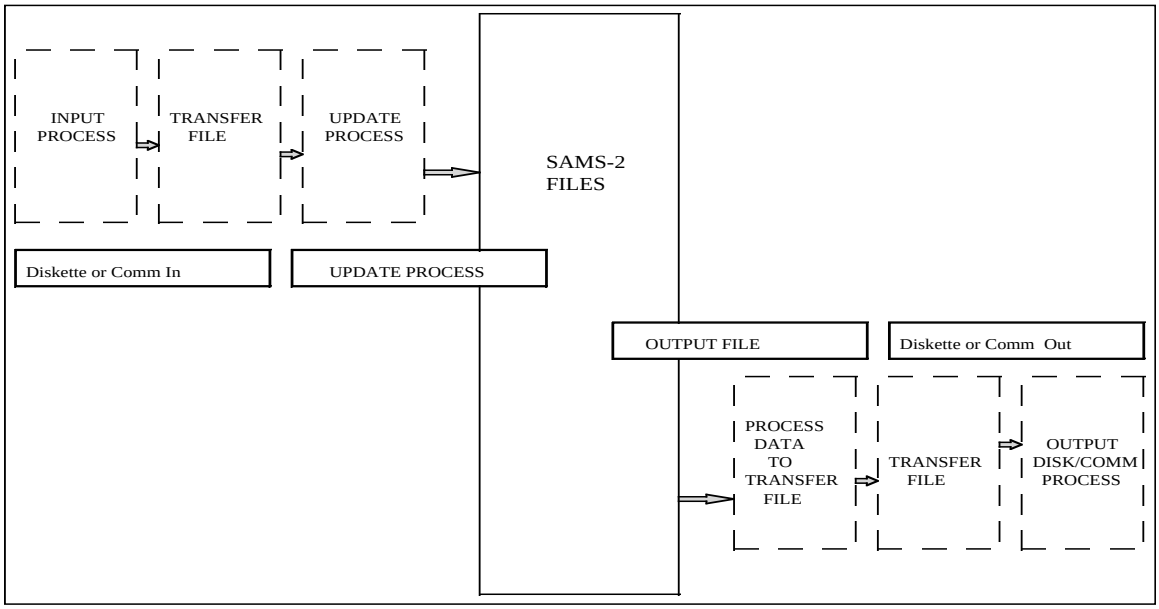


Figure 8.1-2. Data Transfer in the Input/Output Activity

(a) Input. Incoming diskette(s) or comm is read using the Input function of the Diskette/Comm Transfer and Update process (IN/OUT). The data is transferred to an intermediate file called a transfer holding file. The input process is then run to move the data from the transfer holding file to update the SAMS-2 files.

(b) Output. The output process is run to move data from the SAMS-2 files to a transfer holding file. The Output function is used to write the data from the transfer file to diskette or comm.

g. The method used for each data transfer in SAMS-2 are:

ONE STEP PROCESSING	TWO STEP PROCESSING
LOGSA	SAMS- 1 Inop Transfer
CSSCS	SAMS-2 Inop Transfer
AMSS Transfer	Weekly Work Order Transfer
SAMS-2 Inop Transfer	ULLS Inop Data Transfer
EMF	
ECPS Transfer	
Manhour Accounting	
ULLS AMSS Transfer	

h. The system tracks each transfer by File ID and data sender/receiver, using the MMC or BN Parameter File (AHO20/21I). Build a record for each sender/receiver in the

Update Supported User Parameters process. (Most input records will be automatically built by the system). The Diskette/Comm Interface Parameter File Listing, PCN AHO-028, lists all senders and receivers on the file.

i. The processes contained in this activity are:

(1) Input.

(2) Output.

(3) User Parameters.

(4) Update Process.

8.2 Diskette/Comm Transfer and Update Processes (IN/OUT).

a. Automatic data transfer in SAMS-2 uses two types of media: diskette and communications (comm).

b. Diskette/Comm Transfer and Update Processes (IN/OUT) read diskettes and comm to transfer data into the system. It has the following functions:

(1) Input.

(2) Output.

(3) User Parameters.

(4) Update Process.

c. Diskette/Comm Transfer and Update Processes (IN/OUT) do not always update the SAMS-2 files. They move some input data to transfer files and some directly to the SAMS-2 files. They move output data either from a transfer holding file or from a SAMS-2 file.

d. Follow the same processing steps whether using diskette or comm. Figure 8.2-1 shows input transfer steps. Output steps are reversed.

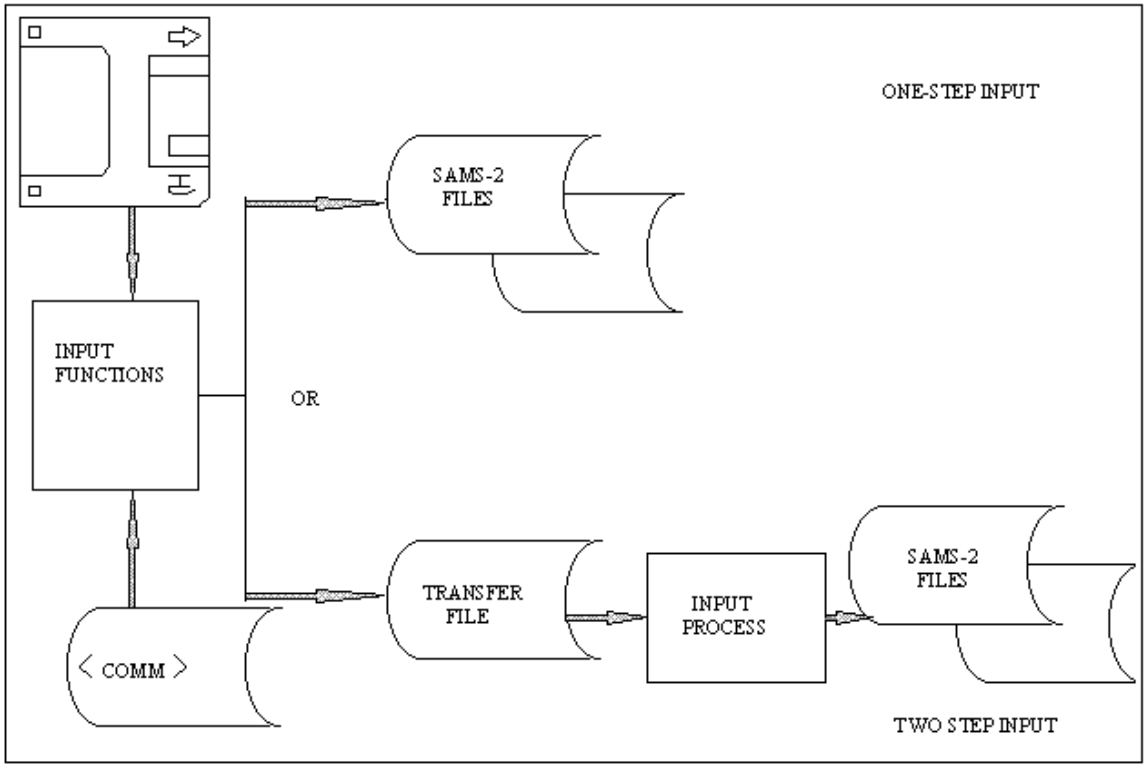


Figure 8.2-1. Diskette and Comm Transfer.

e. Figure 8.2-2 shows the files affected by transfers in. Manhour Accounting, ECPS Transfer, Maintenance Master Data File (MMDF) and ULLS AMSS are one-step inputs which update the SAMS-2 files directly. The others are input to transfer files which hold the data until the input process is run.

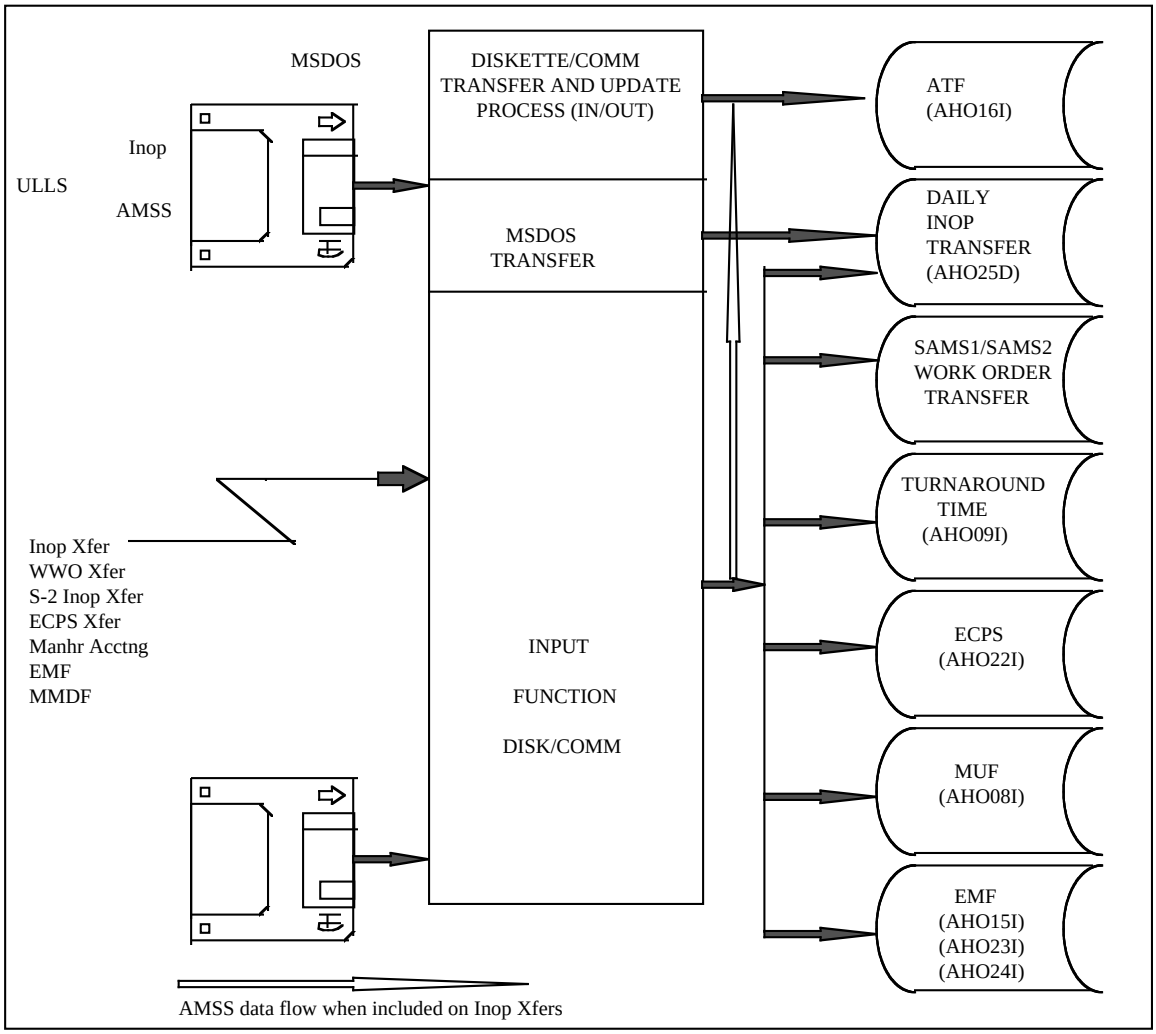


Figure 8.2-2. Diskette or Comm Transfer In.

f. One-step inputs (Manhour Accounting, ECPS Transfer, MMDF and ULLS AMSS) are processed by reading in the diskette or comm data as shown in paragraph 8.2.1. The SAMS-2 files are updated directly when the disk/comm is read in. There are no further processing steps. AMSS data can be included on AHN4AD and AHOD1A Inop Transfer files. In this case, the AMSS data is written directly to AHO16I, and the inop data is written to AHO25D.

g. At SAMS-2 BN, Weekly WO Transfer (AHN4BD) and Manhour Accounting (AHN4GD) inputs received by diskette, the system will build an output Comm file and allow the operator to send output via comm. If either file is received by comm and the input parameter file contains the MMC comm data, an output comm entry is automatically built and sent to the MMC when COMM is started.

h. Figure 8.2-3 shows the files affected by transfers out. Two-step inputs must have an output process run before they can be transferred out.

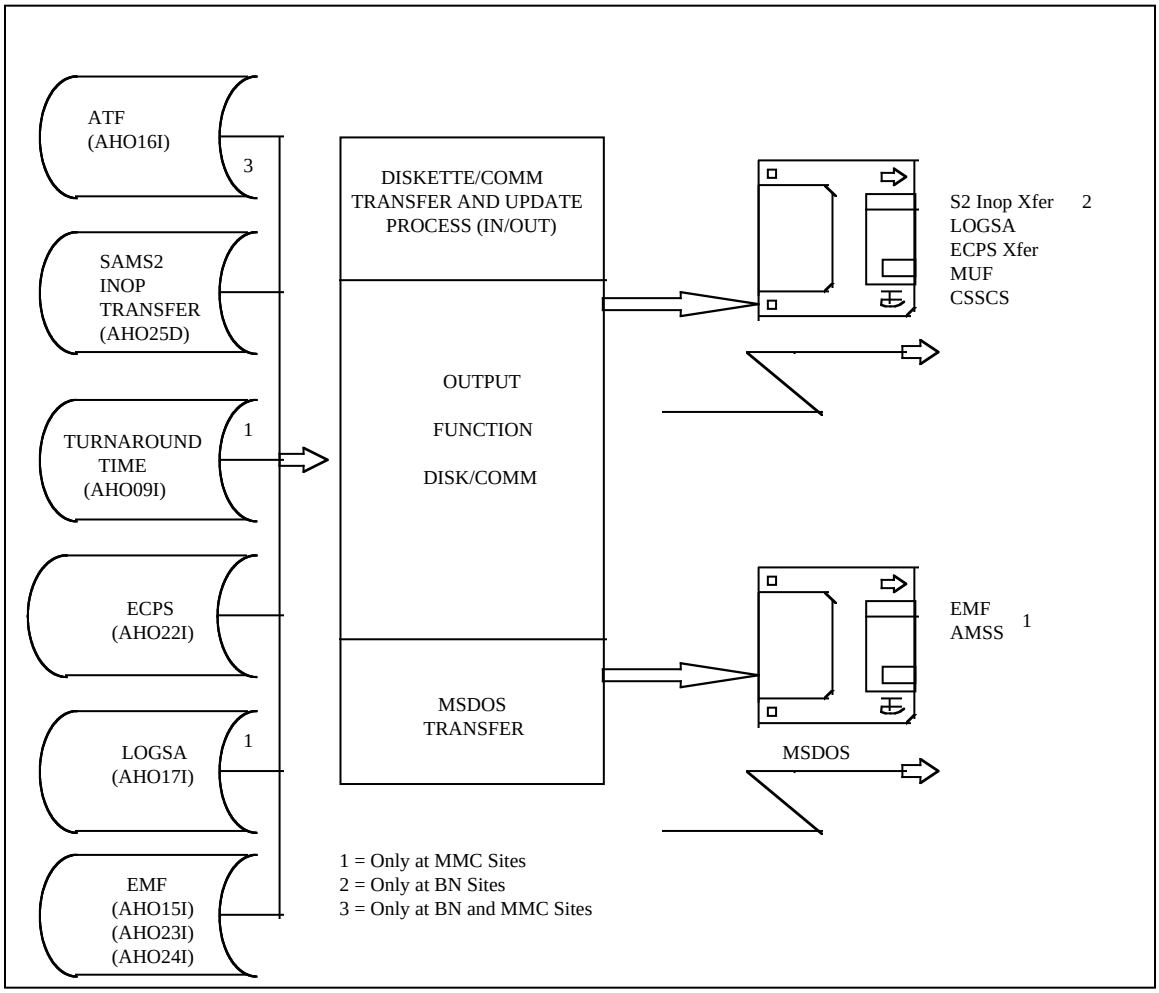


Figure 8.2-3. Diskette or Comm Transfer Out.

CAUTION
All processing on other terminals which can access the files being received must stop until input is completed.

i. Select Diskette/Comm Transfer and Update Processes (IN/OUT) on the Input/Output Activity Menu screen. Press [Ctrl-F1] to display the Diskette/Comm Transfer Process screen (fig. 8.2-4).

```
Press [Ctrl-F2] for HELP, [Ctrl-F1] to execute, [Ctrl-F4] to exit.
HELP AVAILABLE      SAMS-2DISKETTE/COMM  TRANSFER PROCESS - MMC     AH005F1R
Press [ENTER] to select function desired, then press [Ctrl-F1] or [Ctrl-F2].
   INPUT     OUTPUT     USER PARAMETERS     UPDATE PROCESS     INSTALL MAP
        INPUT FILES                          OUTPUT FILES
Daily Inop      CSSCS                 Inop (Bn Only) *CSSCS
Weekly WO       MRSA MMDF             Unit Inop      *MRSA (CWO)
Ecps            ULLS Inop             Ecps           *MRSA AMSS
EMF             ULLS AMSS             EMF SAMS-1/2   *EMF SAMS-1/ULLS Aviation
Manhour Acct                          ManHour Acct   *EMF SAMS-1/ULLS GND/MSL(W/AMSS)
                                                     +*EMF ULLS GND/MSL(WO/AMSS)
                                      * Diskettes must be in MSDOS format.
*****All BD & GD files going to the MMC via Comm, will be MSDOS format.*******
      Daily Update                    TRANSFER MODE:  Diskette       Comm
      Weekly Update                                   Concentrator   BLAST PtP/MAP
                 Press [ESC] to restart selection process
```

Fig 8.2-4. SAMS-2 Diskette /Comm Transfer Process Screen

j. To select a function, press [Enter]. The highlight will move to each item. Help is available. Press [Ctrl-F1] when a function has been selected.

8.2.1 Input Function.

a. This function is used to access input file transfers from diskette or the <comm> directory. The system uses the MMC or BN Parameter File (AHO20/21I) and the Input Control File (ICF) (AHO07I) to control the transfer.

(1) Each data sender must have records on the MMC or BN Parameter File. The SAMS-2 indicator (BN or MMC) at top of screen determines which files you can access. The cursor highlights those files which are accessible. The system checks the parameter file for items listed below. If no parameter exists, the system creates a parameter record from data on the diskette.

(a) A record on the file.

(b) The current baseline (SAMS-1 input only).

(c) Date and time on the input.

(2) The ICF controls weekly work order and inop data transfers. It prevents any further input of the same type of file from the same sender until the input process is run to empty the transfer file. The ICF controls the following files input in this process:

(a) Weekly WO Transfer (AHN4BD).

(b) SAMS-1 Inop Transfer (AHN4AD)

Only when ULLS indicator set to Y in Lookup File.

(c) SAMS-2 Inop Transfer (AHOD1A)

(d) SAMS-2 Unit Inop Transfer (AHODIB)

NOTE: If any ULLS input file shows on the ICF, all inop input from SAMS-1 or SAMS-2 is prevented until Process Daily Inop Transfer is run.

(3) When ULLS has nothing deadlined, a special XMJA (all up record) record is sent to remove records from the IEF and IEPF. This is read from the Daily Inop Transfer. At SAMS-2 BN it is also written to the All Up File (AHO10I). It is then sent to the MMC on the SAMS-2 Inop Transfer (AHOD1A/AHODIB) to remove records from their IEF and IEPF.

(4) If an error occurs, the system displays a message at the prompt line. The printer also produces a message for most errors.

(a) To process the input again, modify the parameter file, delete the control records, or run the input process.

(b) If an error occurs on comm input, the data is not lost. It remains in the <comm> directory until the error is corrected and the input process is run.

b. Select the Input function on the Diskette/Comm Transfer Process screen (fig. 8.2-4. Press [Ctrl-F1].

c. The diskette or comm inputs:

Daily Inop *CSSCS
Weekly WO *MRSA MMDF
ECPS *ULLS Inop
EMF *ULLS AMSS
Manhour Acct
SAMS I/TDA Weekly WO
SAMS I/TDA Daily Inop
* Denotes MSDOS Process used for TACCS not Rehost

d. To select type of input, press [Enter] until highlight appears over selection. Help is available. Press [Ctrl-F1].

e. Press [Enter] to select Diskette or Comm.

(1) For Diskette Input steps, see paragraph 8.2.1.1.

(2) For Comm Input, see paragraph 8.2.1.2.

8.2.1.1 Diskette Input.

a. When Diskette Input is selected, insert diskette with input data.

b. Press [Ctrl-F1] to display the Diskette Transfer Process screen. The system reads the diskette identification data and displays it as shown in figure 8.2-5.

```
Press [Ctrl-F1] to continue with this units input, or
Press [ESC] to continue with another input or [Ctrl-F4] to exit process.
NO HELP AVAILABLE   SAMS-2 DISKETTE/COMM TRANSFER PROCESS          AH005F8R

                    STAMP INFO:  L210903 01/24/97 16:34:42 # 01
                    FILE ID:  AHN4AD    SAMS 1 DAILY INOP
DAILY INOP INPUT    FROM USER:  WABYBO   NAME:  BCO 782 MSB
                    TOTAL        RECORDS READ: 000000
                    INOP RCDS WRITTEN: 000000 AMSS RCDS WRITTEN: 00000
```

Figure 8.2-5. Diskette Transfer Process Input Screen

c. Press [Ctrl-F1]. The screen (fig. 8.2-6) shows the number of records read from the diskette and the number of records written to the transfer file or the SAMS-2 file.

```
NO HELP AVAILABLE   SAMS-2 DISKETTE/COMM TRANSFER PROCESS          AH005F8R

                    STAMP INFO:  L210903 01/24/97 16:34:42 # 01
                    FILE ID:  AHN4AD    SAMS 1 DAILY INOP
DAILY INOP INPUT    FROM USER:  WABYB0   NAME:  BCO 782 MSB
                    TOTAL AHN4AD RECORDS READ: 000031
                    INOP RCDS WRITTEN: 000031 AMSS RCDS WRITTEN: 00000

                              SUCCESSFUL TRANSFER
                    IF YOU HAVE ANOTHER DAILY INOP FILE TO INPUT,
                    REMOVE THE CURRENT DISKETTE AND INSERT THE
                    NEXT DISKETTE TO BE PROCESSED AND PRESS [Ctrl-F1].

                    PRESS [Ctrl-F1] TO CONTINUE, OR [Ctrl-F4] TO EXIT.
```

Figure 8.2-6. Diskette Transfer Completed Screen

(1) To process more diskettes, press [Ctrl-F1] and repeat the steps.

(2) Press [Ctrl-F4] to return to the SAMS-2 Diskette/Comm Transfer Process screen.

(3) The system sends a message to the printer for all the diskettes processed and provides a total. Errors are also shown on the printout.

d. For two-step inputs, when all diskettes and comm for the file are processed, run the input process which updates the SAMS-2 files. One-step inputs (Manhour Accounting and ECPS Transfer) require no further processing.

e. For Manpower Utilization at SAMS-2 BN, send the same diskettes or comm to the MMC for processing.

f. For Weekly WO Transfer at SAMS-2 BN, send the same diskette or comm to the MMC for processing.

(1) To comm Weekly WO, press [Ctrl-F1] to build the required Comm Queue entry.

(2) Enter receiving UIC. Press [Ctrl-F1]. If UIC is correct, press [Ctrl-F1].

(3) Enter the phone number of the receiving SAMS-2 unit. Press [Ctrl-F1]. If the phone number is correct, press [Ctrl-F1].

(4) Comm Queue entry is built for the user. Install COMM for file transfer, press [Ctrl-F1].

(5) To process more diskettes, press [Ctrl-F1] and repeat steps above.

8.2.1.2 Comm Input.

a. Select Comm Input press [Ctrl-F1].

(1) If the Supported User Parameter File contains an error or the input process has not been run, the screen displays an error message. If the user parameter is not on file, the system will automatically build a parameter record.

(2) The data remains in the <comm> directory.

b. The system processes the input to the transfer file or SAMS-2 file (fig. 8.2-7) and sends a message to the printer showing the number of records written.

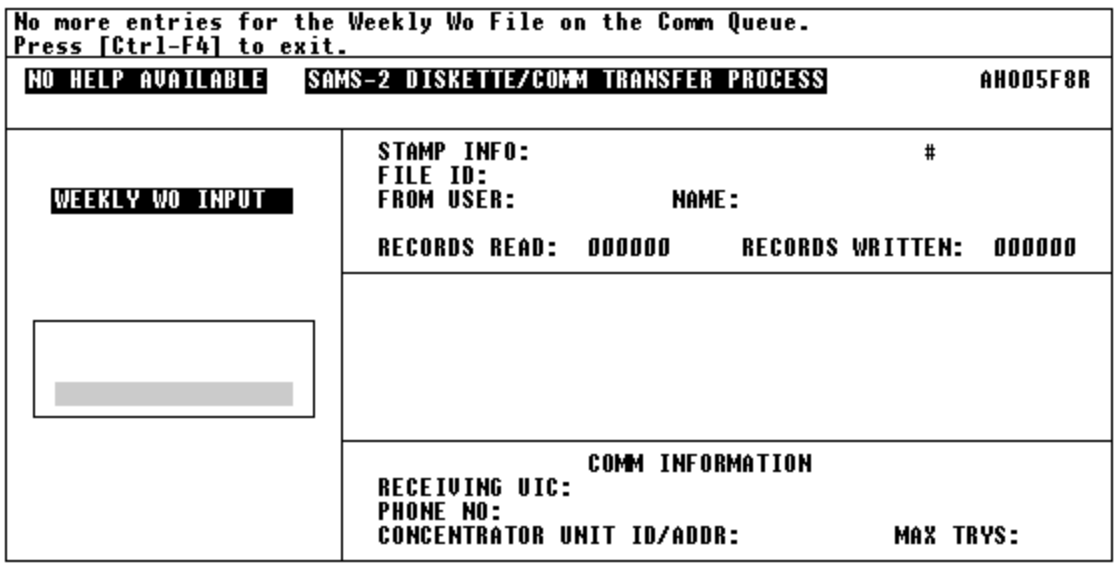


Figure 8.2-7. Comm Transfer Completed Screen.

c. For two-step inputs, when all comm and diskettes for one file are processed, run the input process which updates the SAMS-2 files. One-step inputs (Manhour Accounting and ECPS Transfer) require no further processing.

d. For Manhour Accounting and Weekly WO Transfer at SAMS-2 BN, if the MMC comm data has been built in the User Parameter File, the system places a copy of the input in the <comm> directory and creates a COMM queue entry. Go to Communications (section 11) and transmit the files to the MMC.

8.2.1.3 Input Management.

a. Whenever Diskette Input or Comm Input is run, a message is printed which lists the files successfully processed and those that error.

b. Look at these messages to ensure that all input files have been successfully processed BEFORE the input processes are run for the day. For example, if three Daily Inop Transfers are expected, check to make sure that all three have been successfully processed BEFORE running the Daily Inop Update Transfer process to update the files.

c. If both diskette input and communications input are being used for the same file, the messages produced by Diskette Input and by Comm Input both need to be checked.

d. Establish transfer management procedures to prevent duplicate or out of sequence input for both daily and weekly inputs. Specific transfer times should be coordinated between SAMS-1 and SAMS-2 sites. A consideration in establishing these times is the processing time necessary at SAMS-2 before the next input arrives.

8.2.2 Output Disk/Comm.

a. Select the Output function on the Diskette/Comm Transfer Process screen (fig. 8.2-4). Press [Ctrl-F1].

b. The diskette or comm outputs of the Output Disk/Comm process are:

Inop (BN Only)	*CSSCS
Unit Inop	*MRSA (CWO)
ECPS	*MRSA AMSS
EMF SAMS-1/2	*EMF SAMS-1/ULLS Aviation
Manhour Acct	*EMF SAMS-1/ULLS GND/MSL (W/AMSS)
	*EMF ULLS GND/MSL (WO/AMSS)

* Denotes MSDOS Process used for TACCS not Rehost

c. To select type of output, press [Enter] until highlight appears on required selection. Press [Ctrl-F2] if needed. Press [Ctrl-F1].

d. Press [Enter] to select Diskette or Comm.

(1) For Diskette Output:

(a) Initialize the diskettes needed.

(b) Prepare the labels needed.

(c) See paragraph 8.2.2.1.

(2) For Comm Output:

(a) Make sure the MMC or BN Parameter File is correct.

(b) Do not start COMM (section 11) until transmission time.

(c) See paragraph 8.2.2.2.

8.2.2.1 Diskette Output.

a. Press [Ctrl-F1] to display the Diskette Transfer Process screen for Output.

(1) When operating at SAMS-2 MMC, the screen in figure 8.2-8 appears.

(2) When operating at SAMS-2 BN, the screen in figure 8.2-9 appears.

b. Insert initialized diskette. Press [Ctrl-F1] to process transfer.

NOTE: MSDOS processes require a blank, MSDOS formatted diskette. If the diskette contains any data, the appropriate output file cannot be transferred to the diskette.

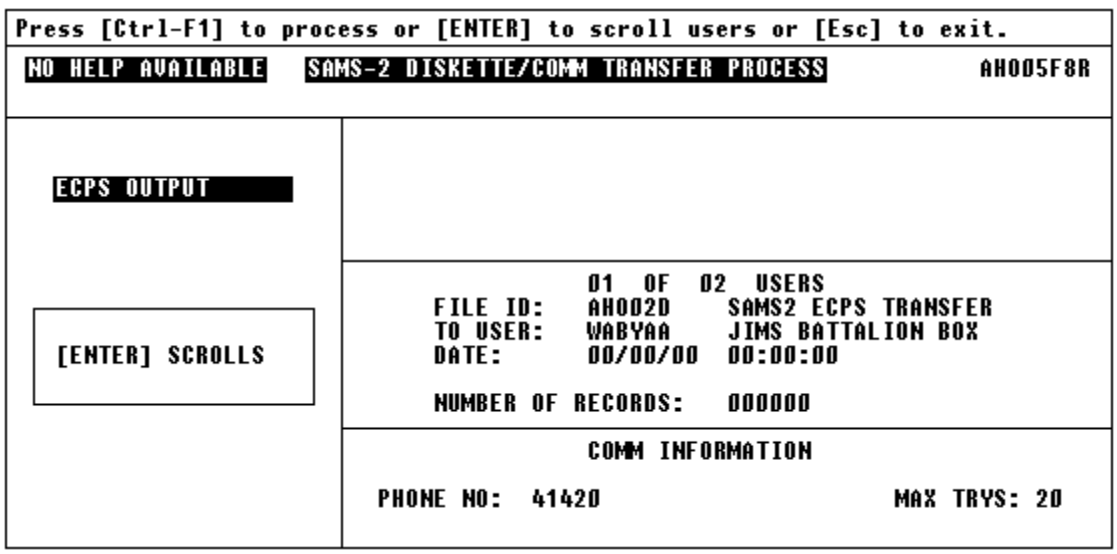


Figure 8.2-8. MMC Output Screen.

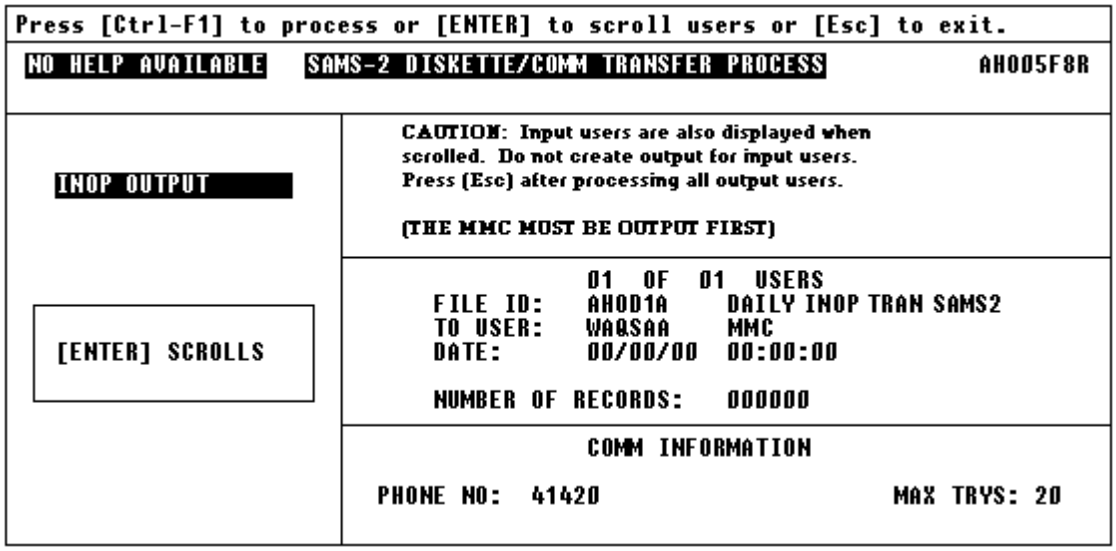


Figure 8.2-9. BN Output Screen

c. For all selections except SAMS-2 Inop Transfer, a list of users appears. For SAMS-2 Inop Transfer:

(1) If the ULLS indicator in Lookup is set to Y, the system creates the SAMS-2 Inop Transfer File (AHO11I) using data from the IEF (AHO01I), IEPF (AHO02I), AUF (AHO10I), and ATF (AHO16I). When AHO11I has been created, press [Ctrl-F1] again to display a list of users.

(2) Set the ULLS indicator to N, a list of users appears.

d. Select a user and press [Ctrl-F1]. When the process is finished, a label diskette screen (fig. 8.2.10) appears.

```
Remove and label diskette.  If there are other users, insert initialized
diskette, press [Ctrl-F1] to start a scrollable parm menu or [Esc] to exit.
NO HELP AVAILABLE   SAMS-2 DISKETTE/COMM TRANSFER PROCESS          AH005F8R

                    USE THE DATA BELOW TO LABEL DISKETTE.
                    TO START A SCROLLABLE PARM MENU, PRESS [Ctrl-F1].
ECPS OUTPUT

                              02  OF  02  USERS
                    L260903 02/25/97 11:05:12 # 01
                    AH002D   SAMS2 ECPS TRANSFER   # 000140
LABEL DISKETTE      FROM:    WABEAA   GARYS MMC
                    TO:      WABYBO   RODS BOX SAMS1
```

Figure 8.2-10. Label Diskette Screen

(1) Remove the diskette.

(2) Write the information displayed on the screen onto the label.

e. If there are other users to receive this file, press [Ctrl-F1] and repeat the steps above.

f. When output to all users is completed, press [Esc] to exit.

(1) If <u>all</u> output users have been processed to diskette, holding files are automatically deleted <u>except</u> for SAMS-2 Inop Transfer when an input user parameter exists. (See para 8.2.4.2.) In this case, use [F10] to delete AHO11I.

(2) If some users have been processed to diskette and some are going to be processed by comm, holding files are deleted in Comm Output.

(3) Make backup diskettes for outgoing diskettes. (See paragraph 8.2.4 to create backup parameters and labels.)

8.2.2.2 Comm Output.

a. Before doing this process logout the remote workstation and only use the server.

b. Select COMM OUTPUT, press [Ctrl-F1] to continue processing output. When operating at SAMS-2 MMC, the screen in figure 8.2-11 appears. When operating at SAMS-2 BN, the screen in figure 8.2-12 appears.

```
Press [Ctrl-F1] to process or [ENTER] to scroll users or [Esc] to exit.
NO HELP AVAILABLE   SAMS-2 DISKETTE/COMM TRANSFER PROCESS          AH005F8R

ECPS OUTPUT

                                  01  OF  02  USERS
                       FILE ID:   AH002D    SAMS2 ECPS TRANSFER
[ENTER] SCROLLS        TO USER:   WABYAA    JIMS BATTALION BOX
                       DATE:      00/00/00  00:00:00

                       NUMBER OF RECORDS:   000000

                                  COMM INFORMATION

                     PHONE NO:  41420                    MAX TRYS: 20
```

Figure 8.2-11. MMC Output Screen

```
Press [Ctrl-F1] to process or [ENTER] to scroll users or [Esc] to exit.
NO HELP AVAILABLE   SAMS-2 DISKETTE/COMM TRANSFER PROCESS          AH005F8R

                       CAUTION: Input users are also displayed when
                       scrolled. Do not create output for input users.
INOP OUTPUT            Press (Esc) after processing all output users.

                       (THE MMC MUST BE OUTPUT FIRST)

                                  01  OF  01  USERS
                       FILE ID:   AH0D1A    DAILY INOP TRAN SAMS2
[ENTER] SCROLLS        TO USER:   WAQSAA    MMC
                       DATE:      00/00/00  00:00:00

                       NUMBER OF RECORDS:   000000

                                  COMM INFORMATION

                     PHONE NO:  41420                    MAX TRYS: 20
```

Figure 8-2-12. BN Output Selection Screen

c. Enter phone number, press [Ctrl-F1].

d. Press [Ctrl-F1] if phone number is correct.

(1) When the transfer is completed, the messages in figure 8.2-13 appear.

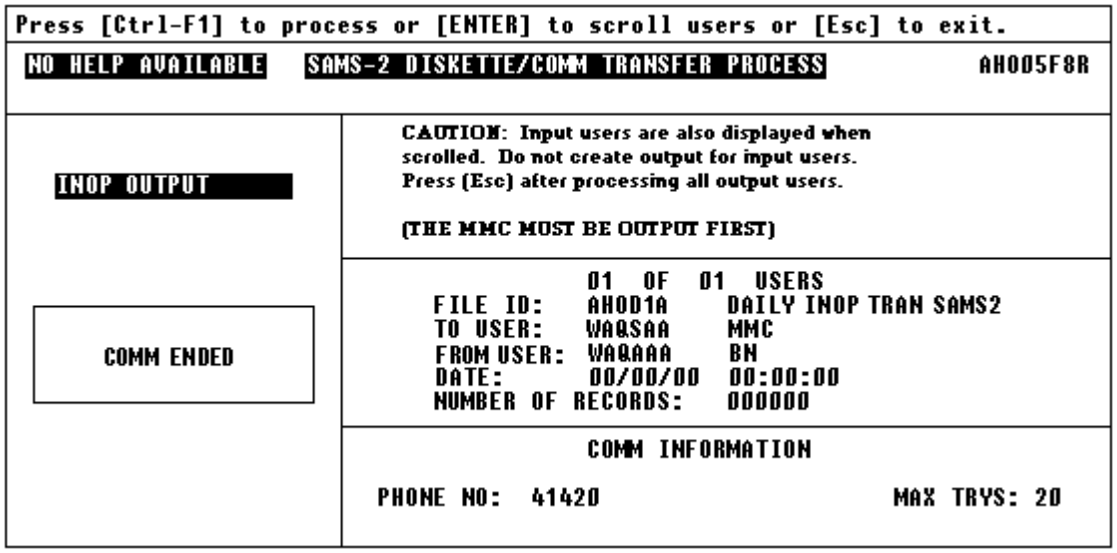


Figure 8.2-13. Comm Transfer Ended Screen

(2) The system has copied the data from the transfer file to the <comm> directory and an entry has been made in the comm queue. The printer produces a message which records what has been done or errors that occurred.

e. To send the file to multiple users:

(1) When transmitting to multiple users, press [Enter] and repeat the steps above.

(2) When transmitting to selective users, before sending to additional user, go to Communications (section 11) and transmit the file. Return to this process, select the next user, press [Ctrl-F1] to build the queue entry, go to Communications and transmit. Repeat both Comm Output and selective user steps for each.

f. When all users are processed, press [Esc] to exit. For SAMS-2 Inop Transfer, if all users were not run via comm, press [F10] to delete the transfer file (AHO11I). Follow COMM procedures in section 11 to transmit the file.

8.2.2.3 LOGSA Output Management.

a. At SAMS-2 MMC, the LOGSA outputs are mailed or sent using COMM to the following addresses:

(1) LOGSA Completed Work Order (AHOD1F) output:

Director
USAMC Logistics Support Activity
ATTN: AMXLS-RRM
Redstone Arsenal, AL 35898-7466

(2) AMSS (AHO16D) output:

Director
USAMC Logistics Support Activity
ATTN: AMXLS-RRS
Redstone Arsenal, AL 35898-7466

b. See the Daily Procedures Checklist in Section 4 for times to run the outputs.

c. The DPI Code required in the Lookup process can be obtained from LOGSA at the address shown in (1) above.

8.2.3 User Parameters.

a. This process is used to add, modify or delete records on the BN or MMC Parameter File (AHO20I/AHO21I). The parameter file controls diskette and comm input and output except ULLS MSDOS data transfers. It also controls the capability to make backup copies of outgoing diskettes and backup labels.

b. This process creates parameter records for each organization sending and/or receiving data via diskette or comm except ULLS MSDOS senders and receivers. The AMSS and CWO outputs to LOGSA (AHO16D and AHOD1F) from the MMC are MSDOS outputs that require a parameter file.

c. Select the User Parameters function on the Diskette/Comm Transfer Process screen (fig. 8.2-4). Press [Ctrl-F1] to display the screen in figure 8.2-14.

```
Enter KEY data or press [Ctrl-F2] for help; [Ctrl-F4] to EXIT.
HELP AVAILABLE          UPDATE SUPPORTED USERS - MMC                AH005F1N

 KEY:
            FILE ID:          (      )  TEXT:

 SENDER/RECEIVER ID:                    TEXT:

                  TACCS INDICATOR (Y OR SPACE):

            YOUR ID:                    TEXT:

    DATE (MM/DD/YY):    /  /             SIC:

    TIME (HH:MM:SS):    :  :          DISK NO:

  COMM INFORMATION:    RECEIVING ID:
                       MAP/BLAST PTP PHONE:
                       CONCENTRATOR ID/ADDRESS:
                       MAX ATTEMPTS:
```

Figure 8.2-14. Update Supported Users Screen

d. This process is also available through Input/Output on the Activity Menu Screen.

e. Enter a file ID or press [Ctrl-F2] to display a function key set.

(1) Press [F8] to scroll through the records on the file. Press [Ctrl-F1] or [Esc] to remove the scroll window and select a record.

(2) Press [F5] to display the file IDs for which to build a record for each user (fig. 8.2-15). Press [Page Down] for information on how to use the Update Supported User Parameters screens. Press [Esc] to exit.

```
                          UPDATE SUPPORTED USER PARAMETERS                AHO05F1N01
      MMC SAMS 2          (INPUT/OUTPUT) TRANSFER FILE ID's          BN SAMS 2

(IN)  MRSAMMDF Maint Mastr Data File   (IN)  AHN4AD   SAMS-1 Daily Inop Xfer
(IN)  AHN4AD  SAMS-1 Daily Inop Xfer   (IN)  AHN4DD   SAMS-1 ECPS Transfer
(IN)  AHN4BD  SAMS-1 Weekly WO Xfer    (IN)  CTISAM   CSSCS Trackd Item List
(IN)  AHN4DD  SAMS-1 ECPS Transfer     (OUT) AHOCSS   SAMS-2 CTISAMResponse
(IN)  AHO08D  SAMS-2 Manhour Acct      (OUT) ARCHIV   Labels for Backup
(IN)  AHN4GD  Manhour Accounting       (OUT) AHO15A   SAMS-2 Tailored EMF
(IN)  CTISAM  CSSCS Trackd Item List   (OUT) AHO15G   SAMS-2Tailored EMF
(OUT) AHOCSS  SAMS-2 CTISAM Response   (I/O) AHO08D   SAMS-2 Manhour Acct
(OUT) AHO15A  SAMS-2 Tailored EMF      (I/O) AHOD1A   SAMS-2 Daily Inop Xfer
(OUT) AHO15G  SAMS-2 Tailored EMF      (I/O) AHOD1B   SAMS-2 Unit Inop Xfer
(OUT) AHOD1F  MRSA Completed WO        (I/O) AHN4BD   SAMS-1 Weekly WO Xfer
(OUT) AHO16D  MRSA AMSS MSDOS XFER     (I/O) AHO02D   SAMS-2 ECPS Transfer
(OUT) ARCHIV  Labels for Backup        (I/O) AHO01D   SAMS-2 EMF-SAMS-1/2
(I/O) AHOD1A  SAMS-2 Daily Inop Xfer   (I/O) AHN4GD   Manhour Accounting
(I/O) AHOD1B  SAMS-2 Unit Inop Xfer    (I/O) AHREAD10 SAMS-I/TDA Weekly WO
(I/O) AHO02D  SAMS-2 ECPS Transfer     (IN)  AHREAD15 SAMS-I/TDA Daily Inop
(I/O) AHO01D  SAMS-2 EMF-SAMS-1/2
                    [Page Down] or [Esc]
```

Figure 8.2-15. Update Supported Users Information Screen.

f. To add a record, see paragraph 8.2.4.1. To modify or delete a record, see paragraph 8.2.4.2.

8.2.3.1 ULLS to SAMS Inop Data Transfer.

a. This process is used to receive inop data directly from ULLS. (The ULLS indicator in the Lookup File must be set to Y.)

(1) The system reads the inop data into the Daily Inop Transfer file (AHO25D). At the MMC, when the AMSS indicator in the Lookup File is set to Y, it creates DIC XMP records on the ATF (AHO16I).

(2) When this process is completed, use the Daily Update process function to access the daily process to update the SAMS-2 inop files.

b. Select ULLS to SAMS Inop Data Transfer of the MSDOS Files Transfer. Press [Ctrl-F1] to display the screen in figure 8.2-16.

```
When ready to read MSDOS diskette, Press [Ctrl-F1], Press [Ctrl-F4] to quit
                         ULLS MSDOS INOP TRANSFER                    AHO05F2R
                        DISKETTE FILE AWAME125.DAT

    1.  THE SAMS-2 LOOKUP MASTER FILE (AHO12I) 'CI' RECORD ULLS INDICATOR
    SHOULD BE SET TO 'Y'.

    2.  WHEN PROMPTED, PRESS [Ctrl/F1]. THEN INSERT THE ULLS MSDOS DISKETTE,
    CONTAINING THE AWAME125.DAT FILE, IN THE TACCS DISKETTE DRIVE AND
    PRESS [Ctrl/F1] AGAIN.

    3.  EXIT THIS PROCESS BY PRESSING [Ctrl/F1].

--------------------------------------------------------------------------------

    THIS SOFTWARE IS SPECIAL DISTRIBUTION.  CONTACT: US ARMY COMBINED
    ARMS SUPPORT COMMAND AND FT LEE, ATTN: ATCL-SM, FT. LEE, VA 23801-6000
    FOR ASSISTANCE OR QUESTIONS;   AUTOVON:  687-2390/1655
```

Figure 8.2-16 ULLS MSDOS Inop Transfer Screen.

c. Press [Ctrl-F1]. Insert the ULLS inop diskette and press [Ctrl-F1].

(1) The system reads the diskette, writes records to the holding file, etc., and returns to the Diskette/Comm Transfer Process screen.

(2) A record is created in the Input Control File (ICF) (AHO07I). This prevents further inop input from any SAMS-1 or SAMS-2 sender until Daily Update process is run. If a serious input error occurs, the control records may have to be deleted to read the diskette again. (See Delete Control File Records process.)

d. Run Daily Update process to update the SAMS-2 files.

8.2.3.2 ULLS to SAMS AMSS Data Transfer.

a. AMSS data is reportable item readiness data (DICs XMF thru XMI) which is normally sent from ULLS to SAMS-1 and from SAMS-1 to SAMS-2 on the Daily Inop Transfer. However, it can be sent directly from ULLS to SAMS-2 when necessary. This process is used to read in an ULLS to SAMS-2 AMSS Data Transfer.

(1) The data is read into the AMSS Transfer File (ATF) (AHO16I). At SAMS-2 MMC, the ATF also contains parts consumption data (DIC XMP) created from the SAMS-1 Daily Inop Transfer or the ULLS Inop Transfer DIC XMKA and XMMB parts records.

(2) The data from the ATF is sent to LOGSA each month in lieu of manual DA Forms 2406, 1352, and 3266-1 readiness reporting.

b. Select ULLS to SAMS AMSS Data Transfer from the MSDOS function on the Diskette/Comm Transfer process screen. Press [Ctrl-F1] to display the screen in figure 8.2-17.

```
When ready to read MSDOS diskette, Press [Ctrl-F1], Press [Ctrl-F4] to quit
                    ULLS TO SAMS-2 AMSS DATA TRANSFER                AH005F4R
                              AWAME130.DAT

   1.  TRANSFER FROM ULLS OF AMSS DATA SHOULD NORMALLY BE INPUT AT SAMS-1
       SITES.  THIS DIRECT INPUT FROM ULLS TO SAMS-2 PROCESS IS INTENDED
       AS AN ALTERNATE PATH WHEN REQUIRED.

   2.  ENSURE THAT THE LOOKUP MASTER FILE (AH012I) ULLS INDICATOR IS SET
       TO 'Y' AND THE MMC INDICATOR IS SET PROPERLY ON THE 'CI' RECORD.
   3.  THE ULLS AMSS DATA CONSISTS OF THE FOLLOWING RECORDS:

       XMF - ULLS AMSS GROUND/MISSILE MMC RECORD
       XMG - ULLS AMSS AIRCRAFT GAIN/LOSS RECORD
       XMH - ULLS AMSS AIRCRAFT USAGE RECORD
       XMI - ULLS AMSS AIRCRAFT MMC RECORD

   4.  INSERT THE ULLS AWAME130.DAT DISKETTE. PRESS [Ctrl/F1] TO CONTINUE OR
       [Ctrl/F4] TO EXIT PROCESS.
   NOTE:  AS OF SAMS-2 SCP-08 RELEASE ULLS HAD NOT COMPLETED DEVELOPMENT
   OF THE XMF THRU XMI RECORDS.  PROJECTED RELEASE IS 1ST QUARTER CY 93.
```

Figure 8.2-17. ULLS to SAMS-2 AMSS Data Transfer Screen.

c. Press [Ctrl-F1]. Insert the ULLS AMSS diskette and press [Ctrl-F1].

(1) The system reads the data into the ATF (AHO16I) and returns to the Diskette/Comm Transfer Process screen.

(2) This is a one-step process. No further input processing is required.

8.2.3.3 SAMS to LOGSA AMSS Data Transfer.

a. This process is performed using COMM or diskette at SAMS-2 MMC with an ULLS interface. (The ULLS and AMSS indicators in the Lookup File must be set to Y.) Run this output monthly (on or about the 15th) and mail the diskettes to the address shown in figure 8.2-19.

b. This is an MSDOS output which requires a user parameter record. Build this in the Update Supported User Parameters process.

c. Select SAMS to LOGSA Data Transfer from the Diskette/Comm Transfer process screen. Press [Ctrl-F1] to display the screen in figure 8.2-18.

```
Press [Ctrl-F1] to continue or [Ctrl-F4] to exit.
                    SAMS-2 TO MRSA AMSS DATA TRANSFER              AH005F5R
                                AH016D

                        *** SAMS-2 MMC ONLY ***
  1.  THIS OUTPUT TO MRSA OF AMSS DATA IS FOR SAMS-2 SITES WHOSE INOP
      EQUIPMENT DATA IS PROVIDED BY CUSTOMER UNITS WITH ULLS COMPUTERS.

  2.  ENSURE THAT THE LOOKUP MASTER FILE (AH012I) ULLS INDICATOR IS SET
      TO 'Y' AND THE MMC INDICATOR IS SET PROPERLY ON THE 'CI' RECORD.

  3.  THE DATA SENT TO MRSA CONSISTS OF THE FOLLOWING RECORDS:

      XMF - ULLS AMSS GROUND/MISSILE NMC RECORD
      XMG - ULLS AMSS AIRCRAFT GAIN/LOSS RECORD
      XMH - ULLS AMSS AIRCRAFT USAGE RECORD
      XMI - ULLS AMSS AIRCRAFT NMC RECORD
      XMP - SAMS-2 AMSS INOP EQUIPMENT PARTS CONSUMPTION RECORD

  NOTE:  AS OF SAMS-2 SCP-09 LIMITED ULLS SITES ARE SENDING AMSS DATA
  XMF THRU XMI RECORDS.  XMP RECORDS ARE CREATED BY ALL ULLS UNITS.
```

Figure 8-2-18. SAMS-2 to MRSA AMSS Data Transfer Screen.

d. Press [Ctrl-F1] to display the screen in figure 8.2-19.

```
Press [Ctrl-F1] to continue or [Ctrl-F4] to exit.
                    SAMS-2 TO MRSA AMSS TRANSFER                   AH005F6R
                              AH016D.DAT

   THIS PROCESS WILL EXTRACT RECORDS FROM THE AMSS TRANSFER FILE (AH016I)
   AND WRITE THEM TO MSDOS FORMATTED DISKETTES.  NORMALLY IT SHOULD ONLY
   REQUIRE ONE OR TWO DISKETTES.  HOWEVER, YOU SHOULD HAVE MORE THAN
   THAT AVAILABLE.

   IF DURING THE PROCESS YOU DO NOT HAVE ENOUGH DISKETTES, PRESS [Ctrl/F4]
   TO EXIT.  THE PROCESS MUST BE RESTARTED FROM THE BEGINING.  DISKETTES
   WRITTEN TO DURING THE FIRST TRY MUST BE MSDOS FROMATTED TO USE AGAIN.

   THIS TRANSFER MAY BE RUN WEEKLY BUT ALWAYS ON OR ABOUT THE 15TH OF EACH
   MONTH.  MAIL DISKETTES TO:


                    DIRECTOR, USAMC LOGISTICS SUPPORT ACTIVITY
                    ATTN:  AMXLS-RBP
                    HUNTSVILLE, ALABAMA 35898-7466
```

Figure 8.2-19. SAMS-2 to MRSA Address Screen

(1) Press [Ctrl-F1]. Insert an MSDOS formatted diskette. Press [Ctrl-F1].

(2) The system writes the output to the diskette.

(a) To make another copy of the output, press [Ctrl-F1].

(b) To exit, press [Ctrl-F4].

e. The file can be updated at any time during the month. The records are deleted from AHO16I with each transfer.

8.2.3.4 EMF to SAMS-1/ULLS Data Transfer.

a. There are three processes in the EMF to SAMS-1/ULLS data transfer. Follow the procedures listed below to access these files. The file used as an example is EMF to ULLS Aviation. The processes are:

(1) EMF to SAMS-1/ULLS Aviation Data Transfer.

(2) EMF to SAMS-1/ULLS GND/MSL (W/AMSS) Data Transfer.

(3) EMF to ULLS GND/MSL (WO/AMSS) Data Transfer.

b. This process is performed by either SAMS-2 BN or MMC with ULLS interface. The ULLS and AMSS indicators in the LOOK UP file must be set to Y.

c. Select EMF to SAMS-1/ULLS Aviation from the Diskette/Comm Transfer Process screen. Press [Ctrl-F1] to display the screen in figure 8.2-20.

d. Press [Ctrl-F1]. Insert an MSDOS formatted diskette. Press [Ctrl-F1] twice.

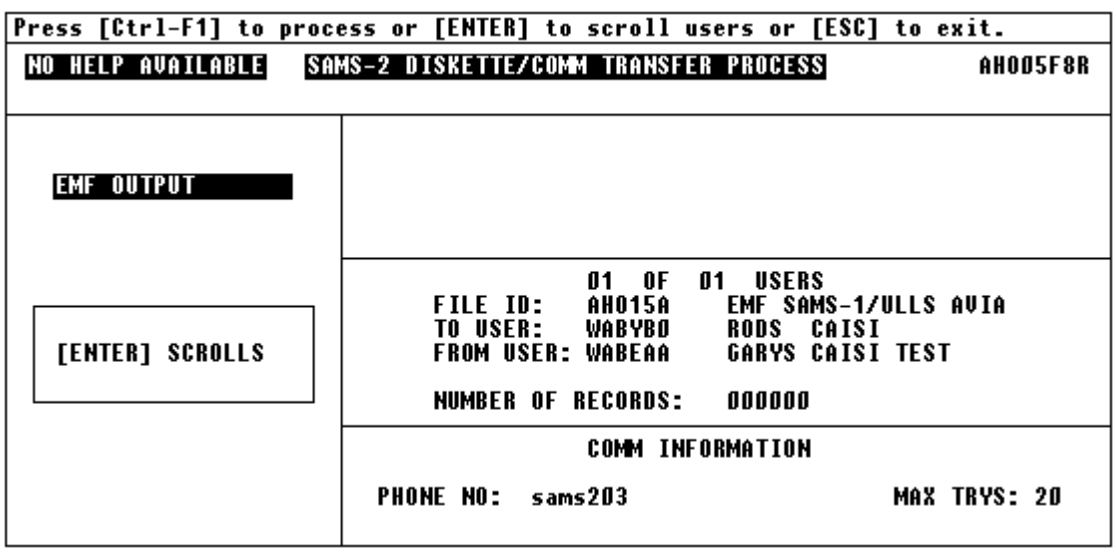


Figure 8.2-20. Write EMF File to MSDOS Screen.

8.2.4 Update Supported User Parameters.

a. This process is used to add, modify, or delete records on the BN or MMC Parameter Files (AHO20I/21I). The parameter file controls the diskette and comm input and output except for ULLS MSDOS data transfer.

b. Create a parameter record for each organization to which data is sent, and from which data is received via diskettes and comm except ULLS MSDOS senders/receivers. The CWO and AMSS output to LOGSA (AHO16D and AHOD1F) at the MMC are MSDOS outputs which require a parameter file.

c. Select the User Parameters function on the Diskette/Comm Transfer Process Screen (fig 8.2-4) and press [Ctrl F1] (fig 8.2-21).

8.2.4.1 Add User Parameters.

a. Use the add procedures to:

(1) Create a file for each diskette/comm sender/receiver.

(a) At SAMS-2 BN, for each AHN4BD and AHN4GD input user parameter record, create an Input/Output record by entering the comm information (receiving ID, max attempts, and phone number) of the MMC. When SAMS-2 BN receives these files via comm and Comm Input is run, the system sets up a queue entry and transmits a copy of the input to the MMC automatically when auto COMM is started.

(b) SAMS-2 BN can receive an Inop Transfer (AHOD1A/ADOD1B) from another SAMS-2 BN. However, when an input user parameter record is established for Inop Transfer (AHOD1A), it appears as an output user in Output Disk/Comm. To identify the user as input only, include the word INPUT in the Sender/Receiver Text field when adding the user record.

(2) Create a record for each system backup to make labels for backups performed in File Utilities. Enter ARCHIV in File ID and the backup option in sender/receiver text.

(3) At SAMS-2 MMC, create a record for the AMSS output (AHO16D) and CWO (AHOD1F) outputs.

b. To add users, select Update Supported User Parameters on the Input/Output Activity Menu. Press [Ctrl-F1] to display the screen in figure 8.2-21.

```
Enter KEY data or press [Ctrl-F2] for help; [Ctrl-F4] to EXIT.
HELP AVAILABLE          UPDATE SUPPORTED USERS - MMC                AHO05F1N

KEY:
          FILE ID:          (      )  TEXT:

SENDER/RECEIVER ID:                    TEXT:

                TACCS INDICATOR (Y OR SPACE):

          YOUR ID:                     TEXT:

   DATE (MM/DD/YY):    /  /             SIC:

   TIME (HH:MM:SS):    :  :          DISK NO:

 COMM INFORMATION:    RECEIVING ID:
                      MAP/BLAST PTP PHONE:
                      CONCENTRATOR ID/ADDRESS:
                      MAX ATTEMPTS:
```

Figure 8.2-21. Update Supported User Add Screen.

c. Enter the File ID. Press [Enter] to display the file text. Enter Sender/Receiver ID, press [Ctrl-F1]. When the Add function key set appears, press [F4] to add. The SIC, Disk No, and Max Attempts fields are filled in by the system. The Sender/Receiver TEXT field is highlighted. Complete the other data on the record as required.

(1) The Sender/Receiver ID field MUST contain six characters.

(a) For the LOGSA ID (AHOD1F), the systems enters the text and LOGSA WO as the Sender/Receiver ID.

(b) For the LOGSA output (AHO16I), press [Enter]. The system enters the text and AMSSTX for the Sender/Receiver ID.

(2) The System Identification Code (SIC) on all SAMS-1 input is checked by the system to ensure that SAMS-1 is operating on the correct version of the software.

(3) Comm information at SAMS-2 BN, enter the Receiving ID of the MMC on AHN4BD and AHN4GD input files for automatic comm output file.

(4) Enter the phone number for auto COMM transmission. The phone field can contain up to 30 characters:

0-9 - phone number digits.
Hyphen, space, comma, parentheses ( ) - phone digit separators.
W - wait for dial tone.
Semicolon - alternate phone number separator.
Slash - originator/destination phone number separator.

(5) MaxAttempts field contains the maximum number of attempts which COMM will make to transmit this file. An entry of 20 is the default value shown on the screen.

d. Press [Ctrl-F1] to add the record to the file.

8.2.4.2 Modify and Delete User Parameters.

a. Enter data or use [Ctrl-F2] and [F8] to display the record to be modified or deleted.

b. To modify or delete, press [Enter] or the down arrow [▯] until the Modify/Delete function key set (fig. 8.2-22) appears.

```
Press [ESC] to begin new transaction, or enter Key data.
HELP AVAILABLE          UPDATE SUPPORTED USERS - MMC                AH005F1N
                                    SCROLL
KEY:
          FILE ID:  AHN4BD  (INPUT )  TEXT:  WEEKLY WO TRAN SAMS1

SENDER/RECEIVER ID:  WA77AA            TEXT:  313TH MI BN

                TACCS INDICATOR (Y OR SPACE):
          YOUR ID:  WABEAA             TEXT:  MMC DISCOM

   DATE (MM/DD/YY):  10/05/95           SIC:  L210903

   TIME (HH:MM:SS):  10:27:31        DISK NO:  00
COMM INFORMATION:    RECEIVING ID:
                     MAP/BLAST PTP PHONE:
                     CONCENTRATOR ID/ADDRESS:
                     MAX ATTEMPTS:
```

Figure 8.2-22. Update Supported Users Modify/Delete Screen (example).

(1) To modify:

(a) Press [F7]. Make the changes. Press [Ctrl-F1].

(b) Only certain fields may be changed. They are:

Sender/Receiver Text	Disk Number
Your ID/Text	Receiving ID
Date	Phone Number

Time Max Attempts

(c) The Modify capability is used to reset the time of the last diskette processed (for input diskettes) and to restart diskettes that failed on first try.

(2) To delete:

(a) Make sure it is the record to be deleted. Press [F10].

(b) Press [Ctrl-F1] to delete the record.

8.2.5 Update Process.

a. There are two Update Processes in SAMS-2.

(1) Daily Update.

(2) Weekly Update.

b. Before performing an input process, data must be transferred into the system using the SAMS-2 Diskette/Comm Transfer Process.

8.2.5.1 Process Daily Inop Transfer.

a. In SAMS, inoperative equipment (inop) is reportable equipment (AR 700-138 or command maintenance significant) which is not mission capable (NMC). Inop data is used to produce reports and provide readiness information at the BN and MMC. Army Materiel Status System (AMSS) data is reportable item readiness data transferred in lieu of DA Forms 2406, 1352, and 3266-1. AMSS data is transferred from units operating on ULLS and sent by SAMS-2 MMC to LOGSA.

b. Daily Inop Transfer is the method of receiving inop data, inop parts data, and AMSS data from SAMS-1 and subordinate SAMS-2 sites, via diskette or comm. Process Daily Inop Transfer is the step which updates the SAMS-2 inop files.

(1) The SAMS-1 site records the data received from the user and from subordinate shops. On a daily basis, SAMS-1 forwards the inop and AMSS data to SAMS-2 via diskette or comm.

(2) At SAMS-2:

(a) Use the Input function on the Diskette/Comm Transfer Process screen to select one process to process the diskette or comm data into the transfer file (AHO25D) and the ATF (AHO16I).

(b) Run The Daily Update to process the inop data from the transfer file and update the SAMS-2 files.

(c) Use the List/Correct Inop Transfer Errors process (section 6) to correct errors. (When the ULLS indicator is set to Y in the Lookup File, the error correction process is deactivated.)

(d) Run The Daily Update process again to process corrections to the SAMS-2 files.

(e) At SAMS-2 BN, use the function on the Output Disk/Comm Transfer Process screen, SAMS-2 Inop Transfer, to send the inop and AMSS data to the MMC.

NOTE: Follow backup rules (section 10) for each step.

c. Figure 8.2-23 shows the Process Daily Inop Transfer step and the files it affects.

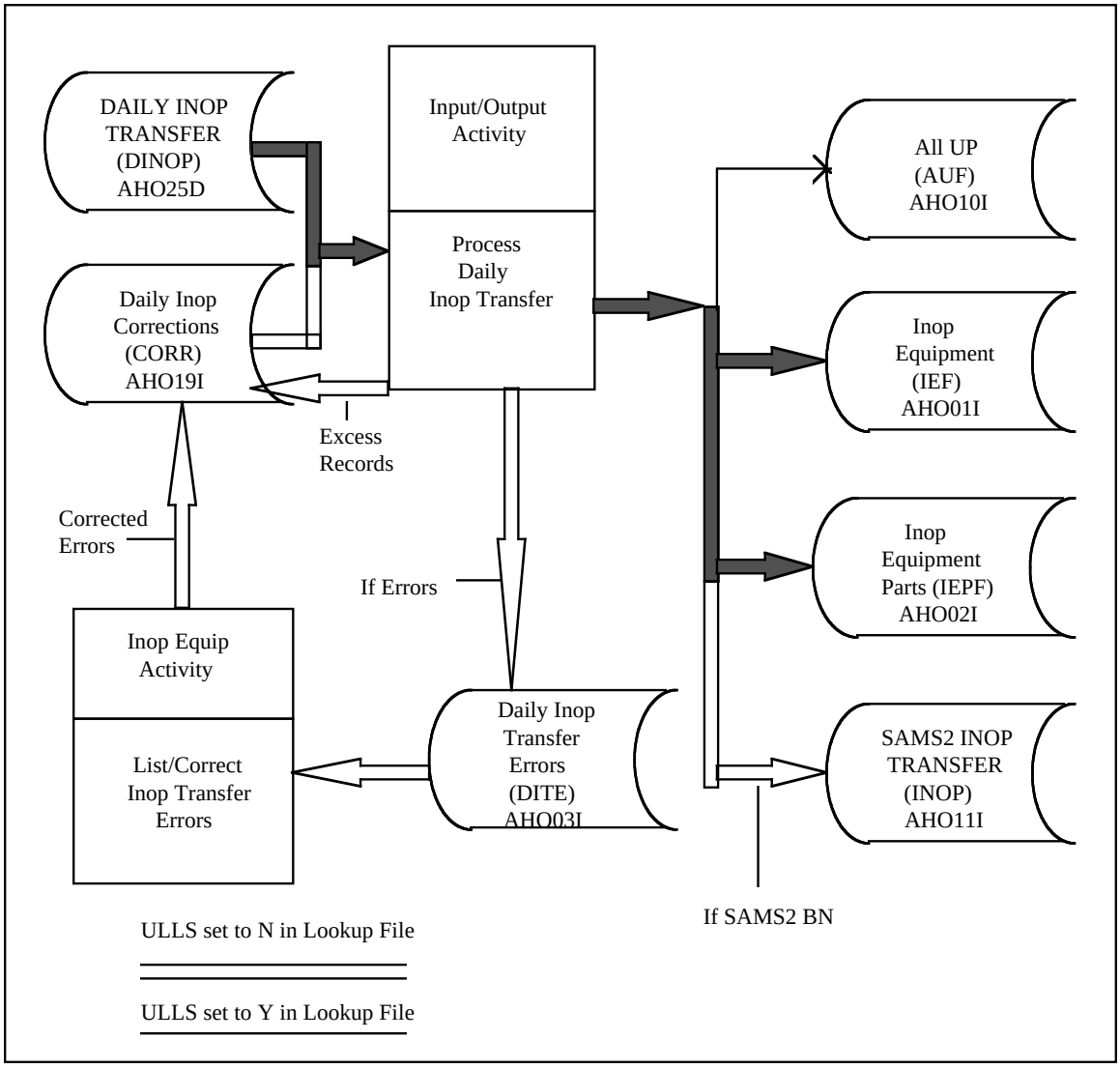


Figure 8.2-23. Process Daily Inop Transfer and Error Correction.

(1) When the Daily Update process is performed, the system first checks the Daily Inop Corrections File (CORR) (AHO19I) and processes any records it may contain. This makes sure any data left in this file is posted first.

(2) A maximum of 10 transaction records (same DIC and key) can be processed against a single ORGWON at one time. Excess records are written to the CORR. (When ULLS Phase II is set to Y in Lookup, there are no excess records; this does not occur.)

(3) Errors found are stored in the Daily Inop Transfer Errors File (AHO03I) and are corrected using the List/Correct Inop Transfer Errors process. The corrections are written to the CORR. (When the ULLS Indicator in Lookup is set to Y, this process is deactivated.)

(4) Always run Daily Update process again to process any corrections or excess records from each transfer.

d. There are two methods for SAMS-2 to transfer inop data. The AHODIA file transfers all inop data between two SAMS-2 (BN) sites, or between a SAMS-2 (BN) site and the SAMS-2 (MMC) site. The AHOD1B file, new in SCP 09, transfers a single unit's inop data between two SAMS-2 (BN) sites.

(1) For the AHOD1B file, determine the correct UIC to identify the unit whose inop data is being transferred (see fig 8.2-24). If the data being transferred is for a unit within the same reporting chain, use (I). If the data being transferred is for a unit from outside the reporting chain, use (O). An incorrect UIC will result in duplicate AMSS data at the SAMS-2 (MMC).

```
Help not available for this field.
NO HELP AVAILABLE      SAMS-2 DISKETTE/COMM TRANSFER PROCESS          AHO05F1S

                       SELECTED UNIT INOP TRANSFER
THIS PROCESS IS TO PROVIDE INOP DATA LATERALLY AT SAMS-2 SITES.  UNITS ARE
FROM TIME TO TIME SUPPORTED BY SAMS-1 AND SAMS-2 BN'S THAT REPORT TO THE
SAME MMC AND OTHER TIMES SUPPORTED BY UNITS THAT DO NOT REPORT READINESS
DATA TO THE SAME MMC.                          UIC TO TRANSFER:    W      .

IS THE UNIT RECEIVING THIS AHODIB REPORTING INOP DATA TO THE SAME MMC? IF
SO, ENTER (I) FOR INSIDE THE CHAIN.  IF THE UNIT RECEIVING THIS AHOD1B IS NOT
REPORTING READINESS DATA TO THE SAME MMC, ENTER (O) FOR OUTSIDE THE CHAIN.
                                     ENTER (I) INSIDE (O) OUTSIDE:          .

THESE THREE SELECTION PARAMETERS DETERMINE THE DISPOSITION OF THE RECORDS
ON YOUR FILES, MAKE SURE OF YOUR DECISION BEFORE EXECUTING THIS TRANSFER.
(BLANK) WILL XFER A SINGLE UIC AND THE RECORDS WILL REMAIN ON YOUR FILES.
(D)DELETES RECORDS FOR A SINGLE UIC FROM THE IEF AND IEPF(GLOBAL DELETE).
(T)TRANSFER RECORDS AND DELETE SELECTED UNIT UIC AFTER TRANSFER.
                                           ENTER D, T OR BLANK:          .
NOTE:  Use "T" when support has ceased.
```

Figure 8.2-24. Daily Inop Transfer Process Screen (Output).

(2) From the Selected Unit Inop Transfer screen, choose one of three options:

(a) Select D to delete records for a single UIC from the IEF/IEPF (no records are transferred; use as Global Delete).

(b) Select T to transfer records and then delete the selected unit UIC.

(c) Leave the selection blank to transfer a single UIC while keeping the records on the (your) file.

NOTE: Ensure the gaining SAMS-2 (BN) site has the UIC, on the UIC Master File, at the time of transfer.

e. To perform all the types of Inop Transfers initially select the Update Process function on the Diskette/Comm Transfer Process screen. Press [Ctrl-F1]. The highlight is on Daily Update. Press [Ctrl-F1] twice to display the screen in figure 8.2-25.

```
Press [Ctrl-F2] for HELP, [Ctrl-F1] to execute, [Ctrl-F4] to exit.
 HELP AVAILABLE          DAILY INOP TRANSFER PROCESS                AHOD5F1A

* WARNING *  INOP EQUIPMENT PROCESS OR DAILY INOP CORRECTION PROCESS CANNOT
             BE EXECUTED WHILE DAILY INOP TRANSFER PROCESS IS EXECUTING.
* AHOD1B *   Ensure UIC being transferred is on the UIC Master File.
     THIS PROCESS WILL UPDATE THE INOP EQUIPMENT FILE (AHOD1I, IEF) AND
     INOP EQUIPMENT PARTS FILE (AHOD2I, IEPF), FROM INOP RECORDS IN THE
     TRANSFER HOLDING FILE (AHO25D), PREVIOUSLY INPUT THRU DISK/COMM OR
     ULLS INOP DATA TRANSFER.  IF YOUR CUSTOMER UNITS HAVE ULLS, BE SURE
     THAT THE ULLS II INDICATOR IN THE SAMS-2 LOOKUP FILE (AHO12I) IS SET
     TO 'Y' FOR YOUR INOP DATA TO PROCESS CORRECTLY.  WITH AN ULLS INOP
     INTERFACE, THE INOP CORRECTIONS PROCESS IS DEACTIVATED.  OTHERWISE,
     THE INDICATOR MUST BE SET TO 'N'.

       DO YOU WANT TO PROCESS ONLY DAILY INOP CORRECTIONS? (Y OR N)  ■
       DO YOU WANT TO PRINT THE INOP TRANSFER LISTING?     (Y OR N)

     PRESS [Ctrl-F1] TO START THE DAILY INOP TRANSFER PROCESS, OR
     PRESS [Ctrl-F4]; NO INOP RECORDS WILL BE PROCESSED.
```

Figure 8.2-25. Daily Inop Transfer Process Screen (Input).

(1) To process new daily inop transfer data, enter N, press [Enter]. To process corrected errors/excess records, enter Y, press [Enter].

(2) Enter Y or N for the SAMS-2 Inop Transfer Listing. Press [Ctrl-F1].

(3) Press [Ctrl-F1] again.

(a) The system updates the files as shown in figure 8.2-25.

(b) The records processed total appears on the screen.

(c) If selected, the SAMS-2 Inop Transfer Listing is printed.

(4) Press [Enter].

(a) The record totals are printed.

(b) The system returns to the Diskette/Comm Transfer process screen.

f. The SAMS-2 Inop Transfer Listing (PCN AHO-037) shows the action the system has taken on each record. For details of the listing, see appendix C. For error correction and bypassed records procedures, see section 6.

8.2.5.2 Weekly Work Order Transfer.

a. Weekly Update process is the method of receiving work order data from SAMS-1 via diskette or comm. Weekly Update process is the step which updates the SAMS-2 files.

b. The SAMS-1 site records their work order data and on a weekly basis forwards the data to SAMS-2 via diskette or comm.

c. At SAMS-2:

(1) Use the Input function on the Diskette/Comm Transfer Process screen to process the diskette or comm data into the transfer file.

(2) Run the Weekly Update process to move the data from the transfer file and to update the SAMS-2 files.

(3) At SAMS-2 BN, when data is received by diskette, send the same diskette or output by comm to the MMC. When it is received by comm, if the MMC comm data has been built on the input user parameter record, the Input Disk/Comm process automatically makes a copy to send via comm to the MMC.

NOTE: Follow backup rules (section 10) for each step.

d. Figure 8.2-26 shows the Process Weekly WO Transfer step and the files it affects.

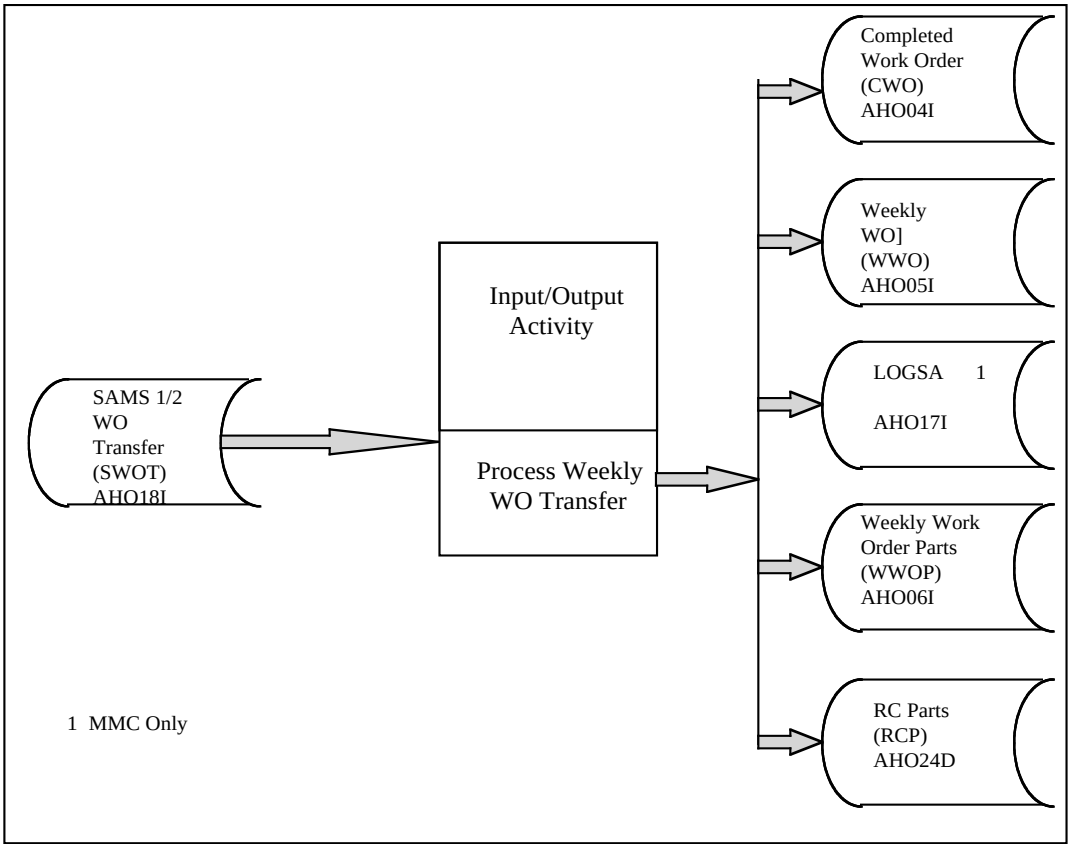


Figure 8.2-26. Process Weekly WO Transfer.

e. The RC Parts File (AHO24D) is updated only when the selection to write receipt parts to this file instead of to the Weekly WO Parts (WWOP) File is made. When a large volume of work order data is processed, reports run much faster and produce fewer pages without these parts records to handle.

(1) The selection to bypass does not stop the WWOP File (AHO06I) from being updated with parts status or partial receipts. The records are bypassed only when the Quantity Issued is equal to or greater than the Quantity Required.

(2) When receipt parts records are written to AHO24D, they must be backed up after each weekly transfer or duplicate records can be written to the file. (See para 8.2.5.2k.)

f. Select the Update Process on the Diskette/Comm Transfer Process screen. Press [Ctrl-F1]. Press [Enter]. The highlight appears on Weekly Update. Press [Ctrl-F1] twice to display the screen in figure 8.2-27.

```
Press [Ctrl-F2] for HELP, [Ctrl-F1] to execute, [Ctrl-F4] to exit.
HELP AVAILABLE          WEEKLY WO TRANSFER PROCESS                AHO05F1F
                              INITIAL SCREEN

 ==>  ONE OF THE OPTIONS BELOW MAY BE SELECTED BY MOVING THE CURSOR TO
      THE PROCESS DESIRED.

                 PROCESS WEEKLY UPDATE
                 BACKUP (AHO24D) RC RECORDS TO DISKETTE
                 RESTORE (AHO24D) RC RECORDS
                 PRINT (AHO24D) RC RECORDS

      IF THE WEEKLY UPDATE HAS BEEN SELECTED, THE FOLLOWING FIELD
      MUST BE ENTERED:

              ADD 'RC' PARTS RECORDS TO WWOP? ==>   (Y OR N)

      IF 'N' IS SELECTED, THE RC RECORDS WILL BE WRITTEN TO AHO24D.
      RC RECORDS MAY BE PRINTED AND BACKED UP TO DISKETTE.  AFTER
      BACKUP HAS BEEN SUCCESSFULLY COMPLETED, ALL RC RECORDS WILL BE
      DELETED FROM THE AHO24D FILE.
```

Figure 8.2-27. Weekly WO Transfer Process Screen.

g. The cursor is on the Process Weekly Update selection. Press [Ctrl-F1].

h. To write receipt parts to the WWOP (AHO06I), enter Y. Press [Ctrl-F1]. To write receipt parts to the RCP File (AHO24D), enter N. Press [Ctrl-F1].

(1) If there are no records in the RCP File, the system updates the files as shown in figure 8.2-26. Press [Enter]. The system reorganizes the files and returns to the SAMS-2 Master Menu.

(2) If records exist on the RCP File, the following message appears:

To backup records on AHO24D. Press [Esc], or Press [Ctrl-F1] to continue.

(a) If the records were not backed up from a previous weeks transfer, press [Esc]. Follow steps in k. below.

(b) To continue with the process, press [Ctrl-F1] to display the screen in figure 8.2-28.

```
Enter data in the selected field.
NO HELP AVAILABLE          WEEKLY WO TRANSFER PROCESS                AH005F4F

     RECORDS EXIST ON AH024D.

     YOU CHOSE TO PLACE THE INCOMING RC RECORDS IN THE AH024D FILE.  ONE
     OF THE FOLLOWING OPTIONS MUST BE CHOSEN:

     1.  IF YOU WISH TO ADD THE RC RECORDS TO THE EXISTING AH024D FILE,
     ENTER AN 'A' IN THE FIELD BELOW AND PRESS [Ctrl-F1].  THIS FILE WILL THEN
     CONTAIN THE EXISTING RECORDS AS WELL AS THE INCOMING RECORDS WHEN THE
     WEEKLY UPDATE IS COMPLETE.

     2.  IF YOU WISH TO DELETE THE EXISTING RECORDS FROM THE AH024D FILE,
     ENTER A 'D' IN THE FIELD BELOW AND PRESS [Ctrl-F1].  THIS FILE WILL THEN
     CONTAIN ONLY THE INCOMING RC RECORDS WHEN THE WEEKLY UPDATE IS COMP-
     LETE.

     ENTER 'A' TO ADD TO OR 'D' TO DELETE FROM THE EXISTING FILE ==>  _
```

Figure 8.2-28. RC Parts Records Screen.

i. Enter A or D, or leave blank. Press [Ctrl-F1] to update the files. Press [Enter]. The system reorganizes the files and returns to the Diskette/Comm transfer process screen.

NOTE: A record count of the RCP File (AHO24D) is not shown on the screen.

j. To print the records:

(1) Select PRINT (AHO24D) RC RECORDS (fig. 8.2-28). Press [Ctrl-F1].

(2) The system prints the SAMS-2 Bypassed Receipted Parts Record Listing (PCN AHO-024) and returns to the Diskette/Comm Transfer process screen. (See appendix C for details of the listing.)

k. To back up the records:

(1) Select BACKUP (AHO24D) RC RECORDS TO DISKETTE on the Weekly WO Transfer process screen. Press [Ctrl-F1].

(2) Insert an initialized diskette and press [Ctrl-F1] when prompted.

(3) The system backs up AHO24D to the diskette and empties the file. Remove and label the diskette. Press [Ctrl-F1] to delete the records from the file and return to the Diskette/Comm Transfer process screen.

l. To restore records to the RCP File:

(1) Select RESTORE (AHO24D) RC RECORDS on the Weekly WO Transfer process screen. Press [Ctrl-F1].

(2) Insert the backup diskette and press [Ctrl-F1].

(3) The system restores the records to the RCP File (AHO24D) and returns to the Diskette/Comm Transfer process screen.

8.2.5.3 LOGSA Completed Work Order (CWO)

a. During Process Weekly WO Transfer at SAMS-2 MMC, the system extracts data and updates the LOGSA File (AHO17I) by document identifier code (DIC) as follows:

DIC	DATA
XN1/XN2	Completed work order data
XN3	Task data
XN4	Parts data
XN5	Work order manpower requirements (MARC) data
XN6	Serial number tracking (SNT) data

b. SAMS-2 MMC must run this output weekly using COMM or diskette and the Output function on the Diskette/Comm Transfer Process screen. If the output is not run regularly, the LOGSA File will increase, take up space, and cause system problems.

c. Mail the output diskettes to the address shown in paragraph 8.2.2-3.

8.3 Input/Output Related Processes.

a. There are four processes selected under Input/Output Related Processes on the Input/Output Activity Menu:

(1) Print Disk Label.

(2) Print Disk/Comm Parameter Listing.

(3) Problem Reporting.

(4) Delete Control File Records.

b. They are all Input/Output control or utility processes except for Problem Reporting which can be used to report problems found in any part of the system.

8.3.1 Print Disk Label.

a. This process prints labels for diskettes created in Output Disk/Comm.

b. It is important to prepare labels before creating the diskettes on which they are to be placed. As a minimum, print a one week supply of labels for daily transfers and a one month supply of labels for weekly transfers.

c. The Print Disk Label process is controlled by the File ID and Receiver ID entered in Update Supported User Parameters. Unless labels are selected for a specific user, it prints labels for all.

d. Load blank labels into the printer before beginning the process.

e. Select Print Disk Label on the Input/Output Activity Menu. Press [Ctrl-F1] to display the selection screen in figure 8.3-1.

```
Enter data and press [Ctrl-F1], [Ctrl-F2] for HELP, [Ctrl-F4] to exit.
HELP AVAILABLE        SAMS-2 PREPRINT DISKETTE LABELS              AH005F10

                ENTER ALL FIELDS LISTED BELOW:

                TEST LABEL ALIGNMENT ( Y OR N )      [ ]

                LABEL TYPE  (1 FOR 1 1/2 INCH)
                            (2 FOR 1  INCH)

                NUMBER OF COPIES

                 TO CREATE LABELS FOR A SPECIFIC USER,
                 ENTER FILE ID AND RECEIVER ID BELOW

                FILE ID            RECEIVER ID

                OR PRESS [Ctrl-F4] TO EXIT.
```

Figure 8.3-1. Print Disk Labels Selection Screen.

(1) To test alignment after the labels are loaded, enter [Y]. Press [Enter].

(2) Enter the size of label being used.

(a) 1 inch enter 2.

(b) 1 1/2 inch enter 1.

(3) Press [Enter].

(4) Enter number of copies desired. Press [Enter].

(5) To produce labels for one specific user only, enter the File ID and Receiver ID; otherwise leave blank.

(6) Press [Ctrl-F1]. Press [Ctrl-F1] again.

(a) If [N] was entered, the labels are printed.

(b) If [Y] was entered to test label alignment, the screen in figure 8.3-2 appears.

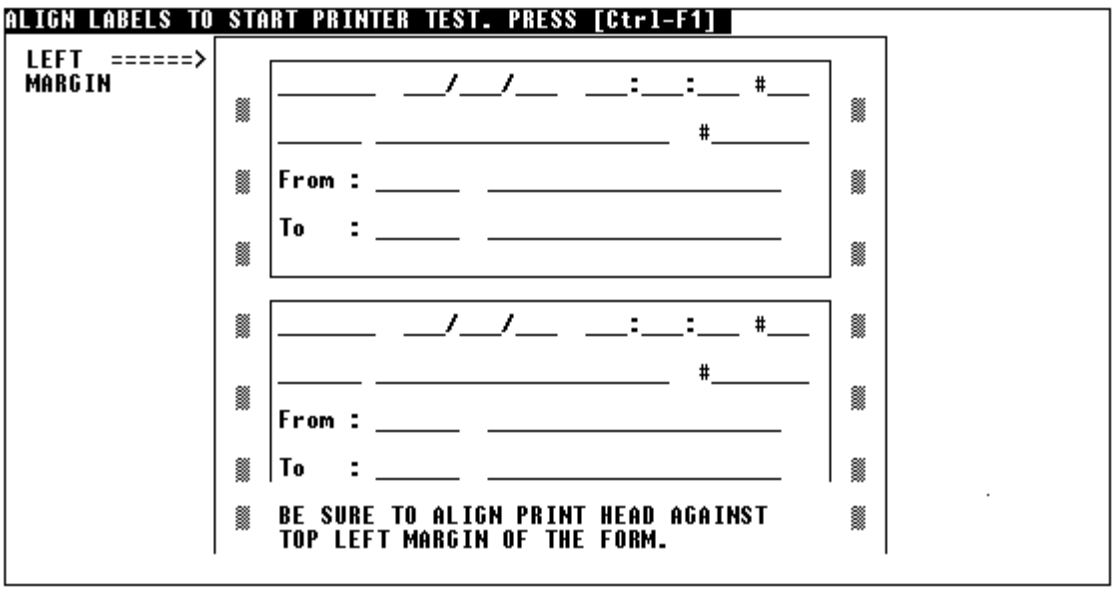


Figure 8.3-2. Label Alignment Screen.

(7) Align labels in the printer with print head against top left margin of the roll. Use [TOF], [STEP UP] and [STEP DOWN] printer buttons. Alignment is made at the top left hand margin of the label roll, not the margin of the label itself.

(8) When labels are properly aligned press [Ctrl-F1]. Seven blank test labels are printed. Press [Ctrl-F1] for actual labels.

f. When the process is completed, remove labels from the printer and load paper. When reloading regular paper after printing labels, adjust the paper position to ensure that all printed characters appear on the paper.

8.3.2 Print Disk/Comm Parameter Listing

a. This process prints the Diskette/Comm Interface Parameter File Listing, PCN AHO-028. This is a hard copy listing of the records on the MMC or BN User Parameter File. The format and contents of the listing are discussed in appendix C.

b. The listing provides an easy way to review all user parameters at once, rather than scrolling through the parameter file.

(1) Turn on the printer.

(2) Select Print Disk/Comm Parameter Listing on the Input/Output Activity Menu. Press [Ctrl-F1] to display the screen in figure 8.3-3.

```
Press [Ctrl-F1] to continue or [Ctrl-F4] to exit.
          SAMS-2 DISKETTE/COMM INTERFACE PARAMETER FILE LISTING     AH005F1K

        THIS PROCESS WILL:

          *  PRINT "SAMS-2 DISKETTE/COMM INTERFACE PARAMETER
             FILE LISTING" (PCN AHO-028).  IT LISTS ALL ACTIVE
             FILE USERS ALONG WITH DATA FROM THEIR LAST DISKETTE/
             COMM PROCESS.
```

Figure 8.3-3. Diskette/Comm Interface Parameter Screen

(3) Press [Ctrl-F1]. The system prints the listing and returns to the SAMS-2 Master Menu.

8.3.3 Problem Reporting.

a. An Engineering Change Proposal-Software (ECPS) is the method used to report a system problem to the system developer. This process is used to add, modify, delete, and print ECPS on the ECPS File (AHO22I).

(1) The file contains open and closed records. When an ECPS is added to the file, the record remains open until closed by an action or response.

(2) ECPS are sent and received via diskette or comm in Input and Output Disk/Comm.

b. Currently, ECPS can only be sent on the System to the highest level SAMS site, normally the MMC. The MMC SSO must establish procedures to receive ECPS and send them on hard copy to the appropriate activity for action. (See appendix G.)

c. Select Prob Reporting on the Input/Output Activity Menu screen. Press [Ctrl-F1] to display the Engineering Change Proposal Menu (fig. 8.3-4).

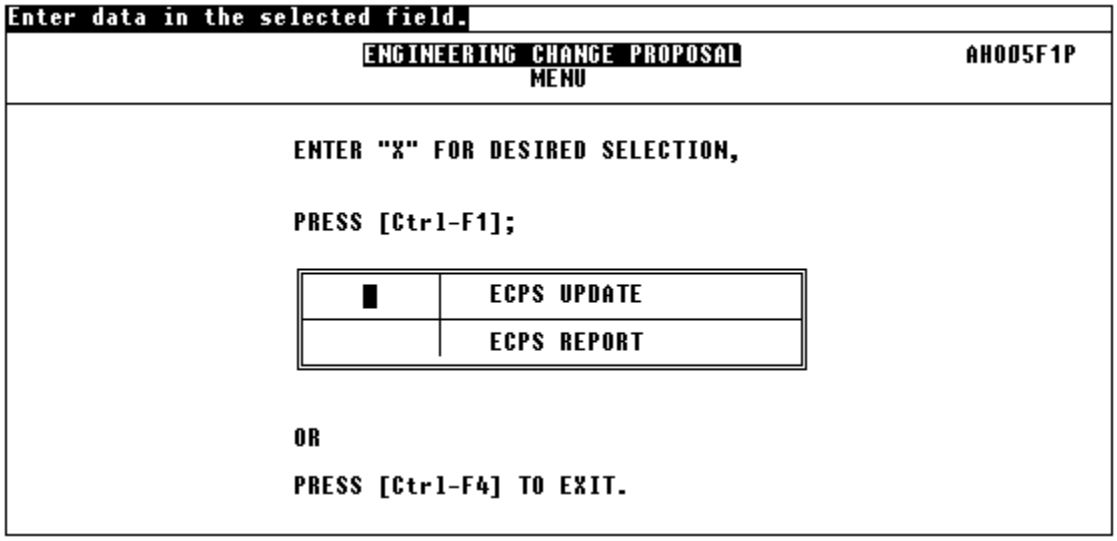


Figure 8.3-4. Engineering Change Proposal Menu

(1) The ECPS Update selection is used to add, modify, or delete a record on the ECPS File (AHO22I).

(2) The ECPS Report selection prints all open ECPS, all closed ECPS, or a specific ECPS.

d. Move the highlight and enter X to select.

(1) For ECPS Update steps, see paragraph 8.3.3.1.

(2) For ECPS Report steps, see paragraph 8.3.3.2.

8.3.3.1 ECPS Update.

a. Select ECPS Update on the Engineering Change Proposal menu. Press [Ctrl-F1] to display the screen in figure 8.3-5.

```
Enter KEY data or press [Ctrl-F2] for help; [Ctrl-F4] to EXIT.
                    ENGINEERING CHANGE PROPOSAL                    AH005F2P

   ORIGINATOR NUMBER:                                  STATUS:

   TO:                                                 PRIORITY:

   FROM:                                                          ROUTINE...R
   POINT OF CONTACT:                                              URGENT....U
                                                                  EMERGENCY.E
   SYSTEM IDENTIFICATION CODE NUMBER:

   SYSTEM BASELINE OPERATING VERSION:

   PROBLEM DATE ( MM/DD/YY ):

   PROCESS ID/PROGRAM ID:

   TITLE OF PROBLEM/CHANGE:
```

Figure 8.3-5. Engineering Change Proposal Screen.

b. To review the file, press [Ctrl-F2] to display a Scroll function key set. Press [F8] for a scroll window (fig. 8.3-6).

```
Use [PgDn] to review.  Select entry with [c-F1].
                    ENGINEERING CHANGE PROPOSAL   ORG NUMBER  STATUS  F2P
                                SCROLL
                                                  WABEAA 0001 OPEN
   ORIGINATOR NUMBER:  WABEAA 0001                S WABEAA 0002 OPEN
                                                  WABYAA 0001 OPEN
   TO:  SAMS2 782D SPT OPS                        P WABYB0 0001 OPEN
                                                  WABYB0 0002 OPEN
   FROM:  SAMS2 (MMC DISCOM)                      WABYB0 0003 OPEN
                                                  WABYT0 0003 CLOSED .R
   POINT OF CONTACT:  SFC WILLIAMS                WEQZAA 0002 CLOSED .U
                                                  WEQZAA 0003 CLOSED .E
   SYSTEM IDENTIFICATION CODE NUMBER:  L260500    WEQZAA 8801 CLOSED

   SYSTEM BASELINE OPERATING VERSION:

   PROBLEM DATE ( MM/DD/YY ):  06/06/90

   PROCESS ID/PROGRAM ID:

   TITLE OF PROBLEM/CHANGE:  DAILY INOP FOR ORGANIZATION DEADLINE AT SAMS2
```

Figure 8.3-6. Engineering Change Proposal Scroll Screen (example).

(1) To select a record, move the highlight and press [Ctrl-F1].

(2) To remove the window, press [Esc].

c. To add an ECPS:

(1) Enter the originator number (your UIC and a control number). Press [Enter]. The system recognizes by the originator number that it is a new report and displays an Add screen (fig. 8.3-7).

```
Record Not on File, press [f4] to Add, or [f1] and then [Ctrl-F2] to Scroll
                    ENGINEERING CHANGE PROPOSAL                    AH005F2P

   ORIGINATOR NUMBER:  WTDZAA 0002                STATUS:

   TO:                                            PRIORITY:

   FROM:                                                   ROUTINE...R
                                                           URGENT....U
   POINT OF CONTACT:                                       EMERGENCY.E

   SYSTEM IDENTIFICATION CODE NUMBER:

   SYSTEM BASELINE OPERATING VERSION:

   PROBLEM DATE ( MM/DD/YY ):

   PROCESS ID/PROGRAM ID:

   TITLE OF PROBLEM/CHANGE:
Clear
Screen                  Add
```

Figure 8.3-7. ECPS Screen with Add Function Key Set (example).

(2) Press [F4] to add. This opens the new record in the file.

(a) The system displays OPEN in the Status Field and the date in the Problem Date Field.

(b) Enter the rest of the information. (The System Identification Code Number can be found on the SAMS-2 Master Menu screen and the System Baseline Operating version can be found on the Logon screen.) Press [Enter] to display the screen in figure 8.3-8.

```
Use [PAGE UP] to view previous screen, or [Ctrl-F1].
                    ENGINEERING CHANGE PROPOSAL                    AH005F3P
                              ADD

ORIGINATOR NUMBER:  WABEAB 0002

DESCRIPTION OF CHANGE / PROBLEM:

AFFECT ON USER:
```

Figure 8.3-8. ECPS Add Screen - Page 2 (example).

(3) Give a brief description of the change or problem and the affect it has on the user. Both are required entries.

(4) When entries are completed, press [Ctrl-F1] to display the screen in figure 8.3-9.

```
Use [PAGE UP] to view previous screen, or [Ctrl-F1].
                    ENGINEERING CHANGE PROPOSAL                    AH005F4P
                              ADD

ORIGINATOR NUMBER:  WABEAB 0002

RECOMMENDED SOLUTION / JUSTIFICATION:

NAME AND TITLE OF SUBMITTING AUTHORITY:
```

Figure 8.3-9. ECPS Add Screen Page - 3 (example).

(5) Enter:

(a) The recommended solution to the problem or justification for the change.

(b) The name and title of the submitting authority.

(6) Press [Ctrl-F1]. Press [Ctrl-F4] to exit.

(7) Go to the Output Disk/Comm process and send the ECPS via diskette or comm to the next higher SAMS site

d. To modify or delete an ECPS, select ECPS UPDATE on the Engineering Change Proposal Menu and press [Ctrl-F1]. Enter an Originator Number and press [Ctrl-F1], or use the scroll function to select a record. Cursor down through the data fields until a function key set (fig. 8.3-10) appears.

```
Please press the desired function key.
                    ENGINEERING CHANGE PROPOSAL                AHO05F2P
                              SCROLL

   ORIGINATOR NUMBER:  WABEAA 0001                  STATUS:  OPEN

   TO:  SAMS2 782D SPT OPS                          PRIORITY:  R

   FROM:  SAMS2 (MMC DISCOM)                                  ROUTINE...R
                                                              URGENT....U
   POINT OF CONTACT:  SFC WILLIAMS                            EMERGENCY.E

   SYSTEM IDENTIFICATION CODE NUMBER:  L260500

   SYSTEM BASELINE OPERATING VERSION:

   PROBLEM DATE ( MM/DD/YY ):  06/06/90

   PROCESS ID/PROGRAM ID:

   TITLE OF PROBLEM/CHANGE:  DAILY INOP FOR ORGANIZATION DEADLINE AT SAMS2
Clear                                                  Modify                Delete
Screen
```

Figure 8.3-10. ECPS Screen with Modify/Delete Function Key Set.

(1) To modify:

(a) Press [F7] to display a Modify screen.

(b) Make the changes and press [Ctrl-F1] to update the file.

(c) Press [Ctrl-F4] to exit the process.

(2) To delete:

(a) Press [F10] to display a Delete screen.

(b) Make certain this is the record to be deleted. Press [Ctrl-F1] to delete the record from the file.

(c) Press [Ctrl-F4] to exit the process.

8.3.3.2 ECPS Report.

a. This process prints all open ECPS, all closed ECPS or a single ECPS.

b. Select ECPS REPORT on the Engineering Change Proposal Menu. Press [Ctrl-F1] to display the screen in figure 8.3-11.

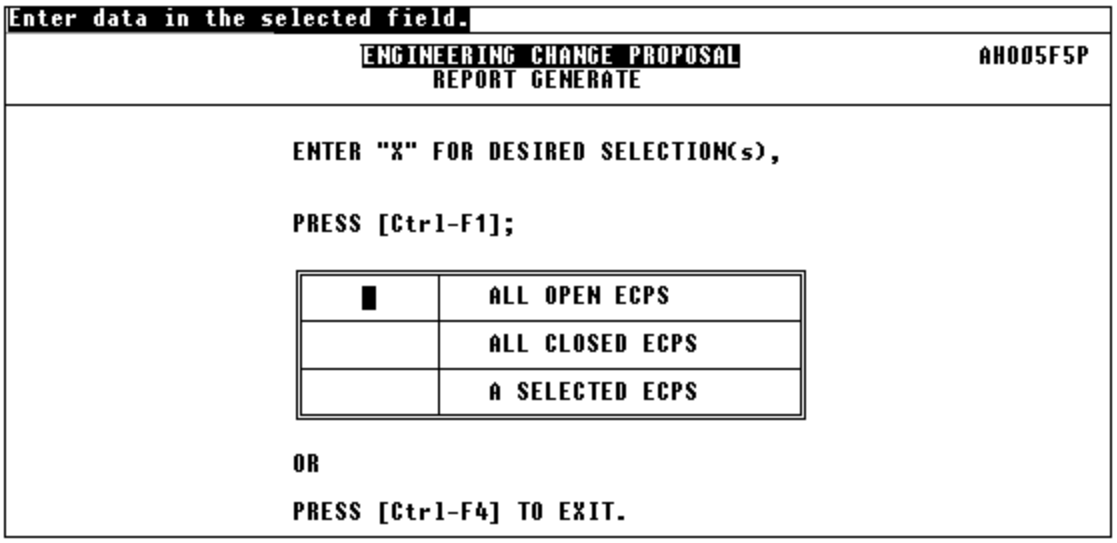


Figure 8.3-11. Engineering Change Proposal Report Generate Menu.

c. Turn on the printer.

d. Move the highlight to a selection. Enter X and press [Ctrl-F1].

(1) When ALL OPEN ECPS or ALL CLOSED ECPS is chosen the report starts to print automatically.

(2) When A SELECTED ECPS is chosen, the screen in figure 8.3-12 appears.

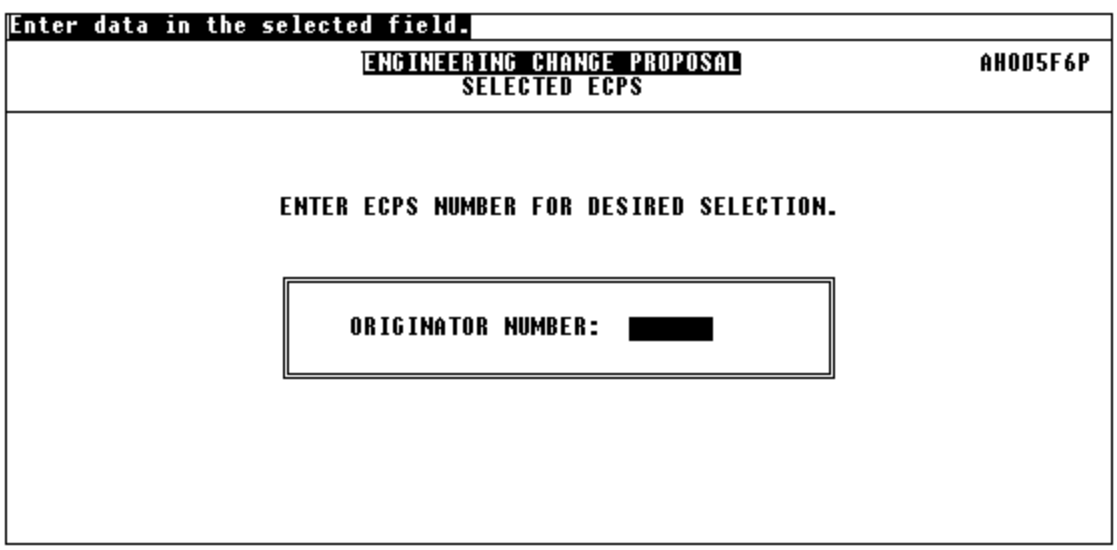


Figure 8.3-12. Selected ECPS Screen.

(a) Enter the Originator Number of the problem report. Press [Ctrl-F1] to print the report.

(b) Press [Ctrl-F4] to exit.

8.3.4 Delete Control File Records.

a. This process is used to delete control records or to look at records on the Input Control File (ICF) (AHO07I).

b. The ICF is used to control work order data and inop data input to SAMS-2. Control records are created by the system when the input diskette or comm is read into the holding file in the Input Disk/Comm process. The system then uses the records to prevent any further input of the same type of file from the same sender until the input process has been run to empty the holding file. (See paragraph 8.1 for an explanation of the two-step data transfer method.)

(1) The ICF controls:

(a) SAMS-1 Weekly WO Transfer(AHN4AD)

(b) SAMS-1 Inop Transfer (AHN4AD)

(c) SAMS-2 Inop Transfer (AHOD1A)

(d) ULLS inop input (ULLS II)

Only when ULLS indicator set to Y in Lookup File (the customer units have an automated ULLS-SAMS interface).

NOTE: If any ULLS MSDOS inop input file is on the ICF, all further inop input from SAMS-1 or SAMS-2 is prevented until Process Daily Inop Transfer is run.

(2) When the update process (Weekly WO Transfer Daily Inop Transfer) is run, the system empties the holding file and deletes the control records. (See fig. 8.3-13.)

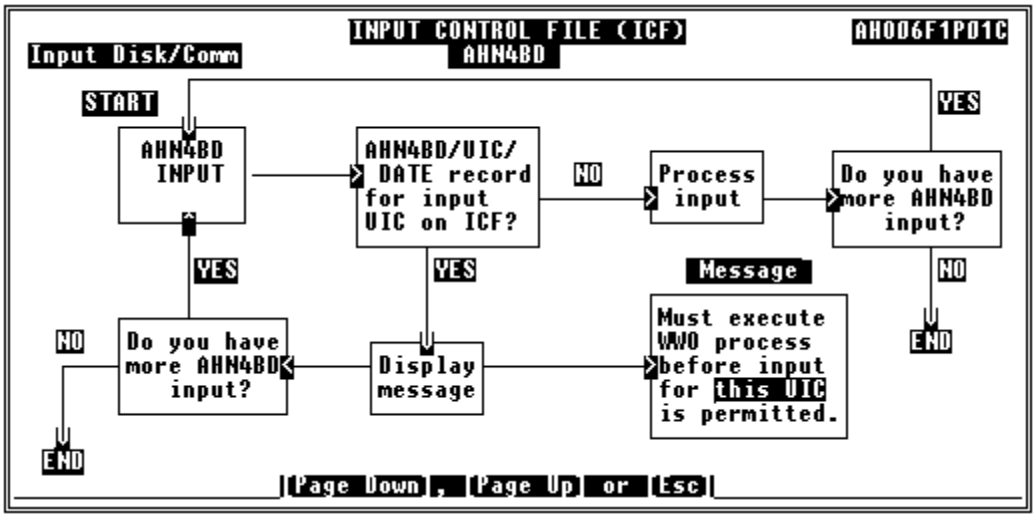


Figure 8.3-13a. Input Control - AHN4BD.

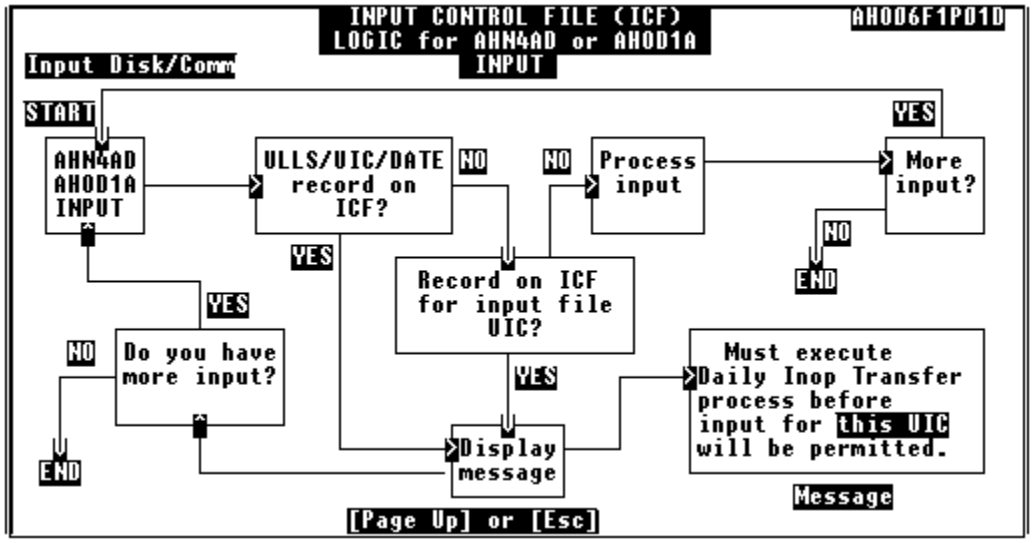


Figure 8.3-13b. Input Control - AHN4AD.

c. If a serious error occurs when reading the diskette/comm to the holding file, in order to input the data again the control records may have to be deleted. When the process is run, it also deletes all data contained in the holding file. This means the data represented by the records will have to be input again.

d. To delete control records or look at the ICF, select Delete Control File Records on the Input/Output Activity Menu. Press [Ctrl-F1] to display the screen in figure 8.3-14.

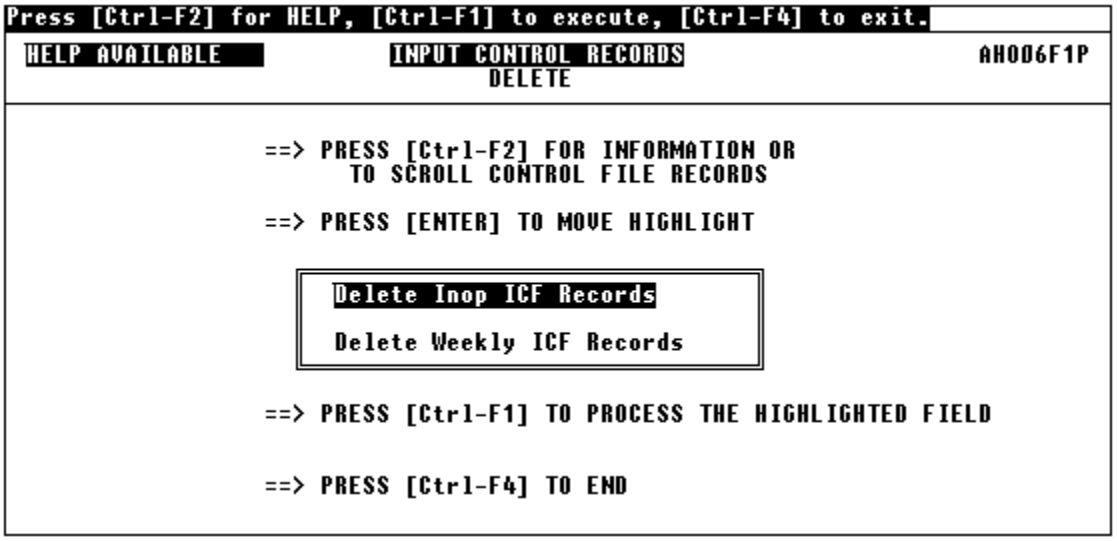


Figure 8.3-14. Input Control Delete Screen.

(1) To look at the control records or get information, press [Ctrl-F2] to display a function key set.

(a) Press [F5] for information.

(b) Press [F8] to display a window (fig. 8.3-15) which shows all records currently on the file.

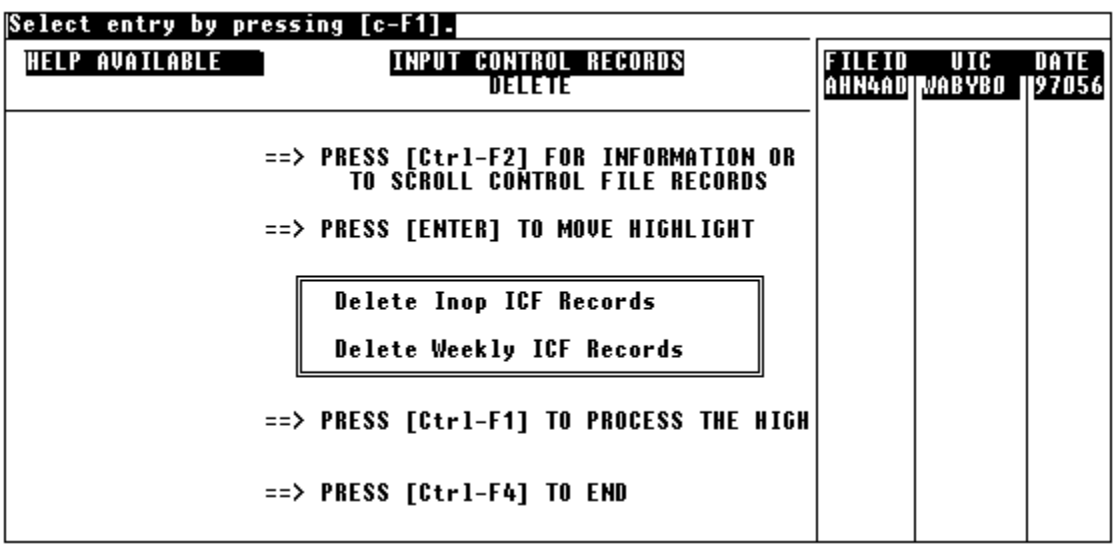


Figure 8. 3-15 Input Control Help Screen.

(c) Press [Esc] to dismiss the help screen.

(2) To delete control records, move the highlight to select:

(a) Delete Inop ICF Records - deletes all inop data (from all users) in the Daily Inop Transfer File (AHO25D).

(b) Delete Weekly ICF Records - deletes all weekly work order data (from all users) in the SAMS-1/SAMS-2 WO Transfer File (AHO18I).

(3) Press [Ctrl-F1]. Press [Ctrl-F1] again. The system deletes the control records and the records in the holding file and returns to the SAMS-2 Master Menu.

SECTION 9. MASTER FILES

9.1 Master Files Activity

a. The SAMS-2 master files are used by the system to control system processes, provide information to processes, and prepare reports.

b. The Master Files Activity has six processes which update the SAMS-2 master files and three processes which purge files.

UPDATE PROCESSES	PURGE PROCESSES
LOOKUP (AHO12I)	Purge ORF File
ECC (AHO13I)	Purge CWO File
UIC (AHO14I)	Purge MUF
EMF (AHO15I)	
ORF File Maintenance	
Update ORF Demands	

9.2 Lookup.

a. The Lookup Process displays and updates the Lookup Master File .

b. The Lookup Master File contains indicators which control the system.

NOTE: The system administrator designates the operators who may access this process.

c. Select the Lookup process on the Master Files Activity Menu screen. Press [Ctrl-F1] to display the Lookup Table Selection screen (fig. 9.2 1).

```
HELP AVAILABLE                    LOOKUP TABLE                    AHO06F1A
                                SELECTION SCREEN

* WARNING *  USE CAUTION WHEN UPDATING THESE INDICATORS!  THESE INDICATORS
             CONTROL ALL DATA PLACED ON YOUR SAMS-2 DATA FILES.
                     ---
==>  ENTER ONE OF THE SELECTION CODES BELOW, OR PRESS [FINISH] TO EXIT.

          CODE                SELECTION PROCESS
          ----                -----------------

           CI                 CHANGE SAMS-2 INDICATORS

           CF                 CHANGE SAMS-2 ORF PARAMETERS

           CU                 CHANGE SAMS-2 UIC AND ADDRESS

          ------------------------------------------------------------
          |                      CODE: ■                             |
          ------------------------------------------------------------
```

Figure 9.2-1. Lookup Table Selection Screen.

d. Enter the code for a selection. Press [Ctrl-F1].

9.2.1 Lookup Table Indicators.

a. When CI is entered on the Lookup Table Selection screen, the Indicators screen (fig. 9.2-2) appears.

```
Enter data and press [Ctrl-F1], [Ctrl-F2] for HELP, [Ctrl-F4] to exit.
HELP AVAILABLE                    LOOKUP TABLE                    AH006F2A
                                   INDICATORS

* WARNING *  USE CAUTION WHEN UPDATING THESE INDICATORS!  THESE INDICATORS
             CONTROL ALL DATA PLACED ON YOUR SAMS-2 DATA FILES.  ONCE
             INDICATORS ARE CORRECTLY ENTERED, DO NOT CHANGE OR PROBLEMS
             WILL OCCUR IN SYSTEM PROCESSING.
       ==>  SET SAMS-2 INDICATORS BY ENTERING THE APPROPIATE RESPONSE;

                 IS THIS THE MMC SAMS-2?      (Y/N)  Y
                 DO CUSTOMERS HAVE ULLS?      (Y/N)  Y
                 AMSS SAMS-2 XMP REPORTING?   (Y/N)  Y
                 DPI CODE                          S308

                      PRESS [Ctrl-F4] TO EXIT
```

Legend for fig. 9.2-2:

LENGTH	FIELD NAME	DESCRIPTION
1A	IS THIS THE MMC SAMS-2?	Required entry. Tells the system to process data as an MMC or a battalion. Y (Yes) if this SAMS-2 site is an MMC, N (No) if not.
1A	DO CUSTOMERS HAVE ULLS?	Required entry, Y or N. (See (1) below.)
1A	AMSS SAMS-2 XMP REPORTING	Set to Y at MMC when interfacing with ULLS. Defaults to N if . (See (2) below.)
4AN	DPI CODE	Data Processing Installation (DPI) Code. Required Entry at MMC.

Figure 9.2-2. Lookup Table Indicators Screen (example).

(1) The ULLS indicator tells the system how to process the inop equipment data it receives. This must be set to Y when there is one or more units using ULLS to transfer inop data to SAMS-1 or SAMS-2. If any inop input containing ULLS data is read in and the indicator is set to N, the system will automatically change it to Y. This does not mean that manual inop input and ULLS inop input may be processed. It means the program assumes the Lookup File ULLS indicator was set incorrectly. Do **NOT** alternate this indicator. ULLS and non ULLS data cannot both be processed separately or together.

(2) At SAMS-2 MMC when interfacing with ULLS, the AMSS indicator is automatically set to Y by the system. When an Inop Transfer is read in, this tells the system to create parts records (DIC XMP) in the AMSS Transfer File (ATF). The parts records are sent to LOGSA at least monthly, but always on or about the 15th, on the AMSS Transfer (AH016D).

(3) The DPI Code is used to identify the preparing unit for work order data forwarded to the Logistics Support Activity (LOGSA). Use the code of the nearest data processing installation, or contact LOGSA to get the correct code. (See para 8.2.2.3.)

b. Enter data and press [Ctrl-F1]. Press [Ctrl-F1] to update.

c. Press [Ctrl-F4] to return to the SAMS-2 Master Menu.

9.2.2 Lookup Table ORF Parameters.

a. When CF is entered on the Lookup Table Selection screen, the ORF Parameters screen (fig. 9.2-3) appears.

```
Enter data and press [Ctrl-F1], [Ctrl-F2] for HELP, [Ctrl-F4] to exit.
HELP AVAILABLE                    LOOKUP TABLE                    AH006F3A
                                  ORF PARAMETERS

==>  ENTER ORF CLOSE OUT DATE IF BLANK.

        ORF PD RANGE                  01-06  (Ref DA PAM 710-2-2)
        ORF DMD SATIS OBJ             090 %
        DATE OF LAST ORF UPDATE       97365
        ORF CLOSE OUT DATE (YYDDD)    97365

     OR PRESS [Ctrl-F4] TO RETURN TO SELECTION SCREEN.
```

Figure 9.2-3. Lookup Table ORF Parameters Screen (example).

Legend for Fig. 9.2-3:

LENGTH	FIELD NAME	DESCRIPTION
2N	ORF PD RANGE	Authorized PD Range for ORF. Used by update ORF Demands process to compute ORF demands.
3N	ORF DMD SATIS OBJ	Demands Satisfaction Objective. Currently set at 90 percent (DA PAM 710-2-2). Used to calculate new ORF Qty Authorized on PCN AHO-041.
5N	DATE OF LAST ORF UPDATE	Entered by system when Update ORF Demands Process is run. Used to validate the Purge Completed Work Order process.
5N	ORF CLOSE OUT DATE (YYDDD)	Annual close out date. The date the Purge ORF process is to be run. System sets to zero when Purge ORF process is run. Enter each year at beginning of new ORF reporting period

Figure 9.2-3. Lookup Table ORF Parameters Screen - continued.

b. Enter the ORF Close Out Date and press [Ctrl-F1]. Press [Ctrl-F1] to update.

c. Press [Ctrl-F4] to return to the SAMS-2 Master Menu.

9.2.3 Lookup Table UIC/Address. This process is not currently used by SAMS-2.

9.3 ECC.

a. The AMSS indicator is automatically set to Y at those SAMS-2 systems located at the MMC which interface with ULLS. A “Y” causes the system to write parts records (DIC XMP) to the AMSS Transfer File (ATF). The parts records are then forwarded to LOGSA at least monthly on or about the 15th of the month during the AMSS Transfer (AHO16D). (See Section 8.2.3.3)

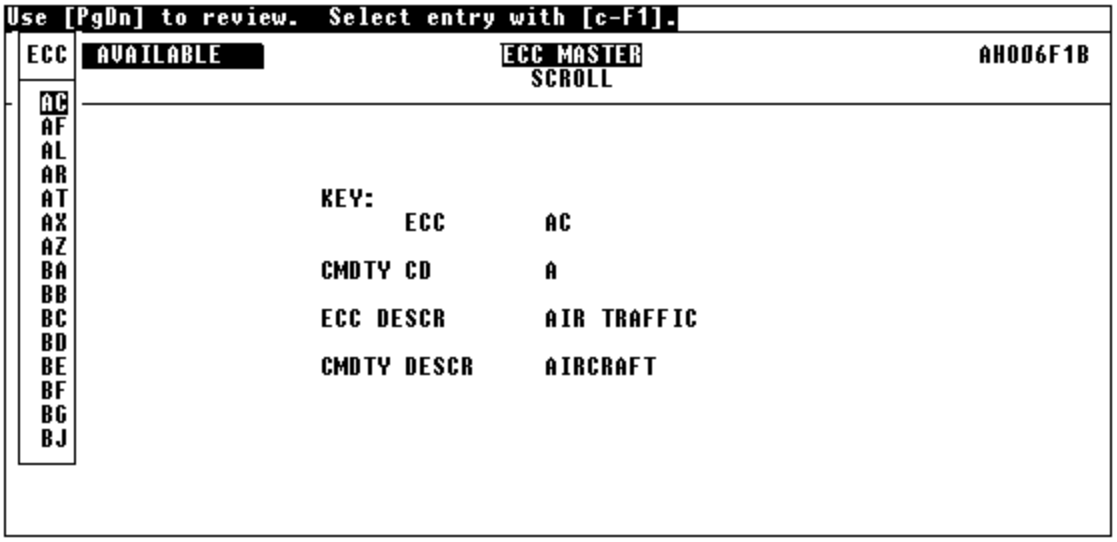
b. The ECC process provides access to the ECC Master File to add, delete, and modify records.

(1) This file is established as part of initial installation. Changes should be made as they occur in DA Pam 738-750.

(2) The ECC Master File contains all ECCs, the corresponding Commodity Codes and their descriptions.

(3) The ECC Master File is used in several processes of SAMS-2. It allows the grouping of work orders by EEC or Commodity codes (e.g., Production/Backlog Reports).

c. Select ECC on the Master Files Activity Menu screen. Press [Ctrl-F1] to display the ECC Master screen. To review the file, press [Ctrl-F2] to display a function key set. Press [F8] for a scroll window (fig. 9.3-1).



Legend for Fig. 9.3-1:

LENGTH	FIELD NAME	DESCRIPTION
		ALL ENTRIES REQUIRED FOR ADD
2AN	ECC	Equipment Category Code.(See DA Pam 738 750.)
1A	CMDTY CD	Commodity Code. (See appendix B.)
13AN	ECC DESCR	Description of the ECC.
21AN	CMDTY DESCR	Description of the Commodity Code.

Figure 9.3-1. ECC Master Screen (example).

(1) To select a record, move the highlight and press [Ctrl-F1].

(2) To remove the window, press [Esc].

d. Press [Ctrl-F4] to exit.

9.3.1 Add ECC Record.

a. To add an ECC record, enter the ECC and press [Ctrl-F1]. If the ECC entered is not on the file, an Add function key set appears.

b. To add the ECC to the file, press [F4] to display the Add screen.

(1) Enter the rest of the data. All data entries are required. Press [Ctrl-F1].

(2) Press [Ctrl-F1] again to add the new ECC.

(3) The ECC Master screen appears (still displaying the key data of the record just added).

c. To exit, press [Ctrl-F4].

d. To add another ECC, repeat the steps above.

9.3.2 Modify/Delete ECC Record.

a. To modify or delete an ECC record, enter the ECC and press [Ctrl-F1]. If the ECC entered is on the file, the system displays a Modify/Delete function key set.

b. To modify, press [F7]; to delete, press [F10].

(1) When [F7] is pressed, the Modify screen appears.

(a) Enter data as required.

(b) Press [Ctrl-F1] to modify.

(c) Press [Ctrl-F1] again. The ECC Master screen appears (still displaying the key data of the record just modified).

(d) To exit press [Ctrl-F4].

(e) To modify another ECC, repeat the steps above.

(2) When [F10] is pressed, the system first verifies that the ECC is not in use. An ECC in use in the system cannot be deleted.

(a) Press [Ctrl-F1] to delete. Watch the message line.

(b) The ECC Master screen appears (displaying the key data of the record just deleted).

(c) To exit press [Ctrl-F4].

(d) To delete another ECC, repeat the steps above.

9.4 UIC

a. The UIC process provides access to the UIC Master File in order to add, delete, and modify the UIC records.

(1) The UIC Master File contains the UIC and name of the customer units and their parent battalions. This file is used to verify the UIC on incoming data and accumulate data for reports. Your SAMS-2 UIC must have a record on this file. ORF accounts must each have a record with a Utilization Code of 4.

(2) If a SAMS-1 UIC must be changed or deleted, perform the Global UIC Modify/Delete process in File Utilities first.

b. Select UIC on the Master Files Activity Menu screen. Press [Ctrl-F1] to display the UIC Master screen. To review the file, press [Ctrl-F2]. Press [F8] for a scroll window (fig. 9.4-1).

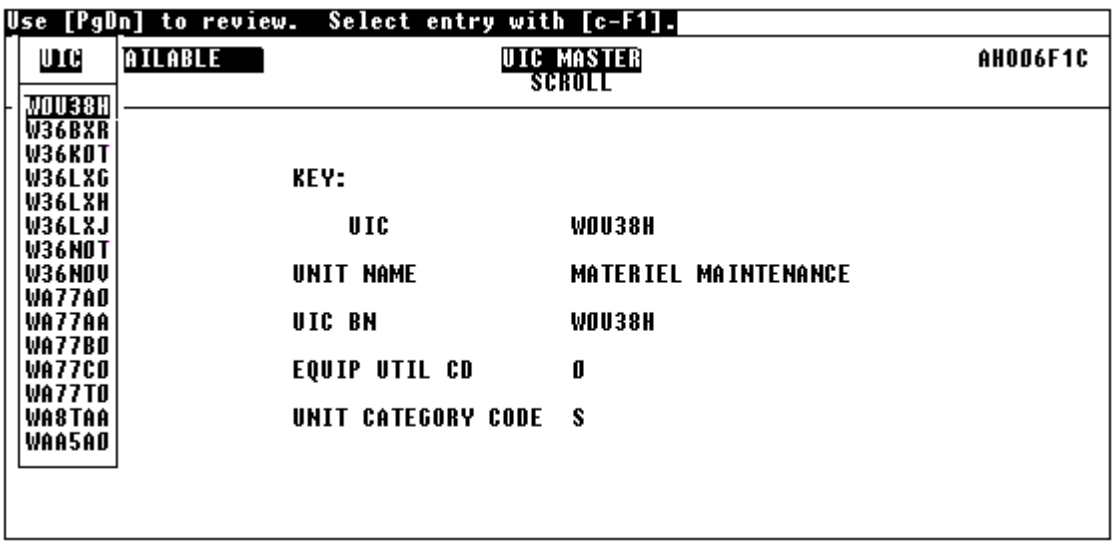


Figure 9.4-1. UIC Master Screen

Legend for Fig. 9.4-1:

LENGTH	FIELD NAME	DESCRIPTION
6AN	UIC	Unit Identification Code (UIC) of the unit. If a new battalion is being added, its UIC must be added before adding its subordinate unit UICs. For this SAMS-2 UIC record, enter this SAMS-2 UIC.
21A	UNIT NAME	Name of the unit.
6AN	UIC BN	UIC of the battalion. If the unit is a separate company, enter its UIC here also. For your SAMS-2 UIC record, enter your SAMS-2 UIC.
1AN	EQUIP UTIL CD	Unit Equipment Utilization Code. (See DA Pam 738-750.) 0 = Active Army Components 4 = ORF 7 = Army NG (except MATES) 8 = Army NG (MATES)
1A	UNIT CATEGORY CODE	Unit type. M = Maneuver F = Fire Support S = Support

Figure 9.4-1. UIC Master Screen - continued.

(1) To select a record, move the highlight and press [Ctrl-F1].

(2) To remove the window, press [Esc].

c. To exit, press [Ctrl-F4].

9.4.1 Add UIC Record.

a. To add a new battalion and its subordinate units, add the battalion UIC first.

b. To add a separate company, enter its UIC as its own UIC BN (parent battalion).

(1) Enter the UIC and press [Ctrl-F1].

(2) If the UIC entered is not on file, an Add function key set appears. Press [F4] to display the Add screen.

(3) Enter the rest of the data. Press [Ctrl-F1].

(4) Press [Ctrl-F1] again to add the new UIC.

c. The UIC Master screen appears (still displaying the key data of the record just added).

(1) To exit press [Ctrl-F4].

(2) To add another UIC, repeat the steps above.

9.4.2 Modify/Delete UIC Record.

a. A UIC cannot be deleted if it is in use in the system. This includes in use as the UIC BN of another unit. To delete a battalion UIC, delete its subordinate units first.

b. To modify or delete a UIC record, enter the UIC and press [Ctrl-F1].

c. If the UIC entered is on the file, the system displays a Modify/Delete function key set. To modify, press [F7]; to delete press [F10].

(1) When [F7] is pressed, the Modify screen appears.

(a) Make changes and press [Ctrl-F1] to modify.

(b) Press [Ctrl-F1] again. The UIC Master screen appears (still displaying the key data of the record just modified).

(c) To exit press [Ctrl-F4].

(d) To modify another record, repeat the steps above.

(2) When [F10] is pressed, the system checks to verify that the UIC is not in use.

(a) Press [Ctrl-F1] to delete. Watch the message line.

(b) The UIC Master screen appears (still displaying the key data of the record just deleted).

(c) To exit press [Ctrl-F4].

(d) To delete another record, repeat the steps above.

9.5 EMF.

a. The Equipment Master File (EMF) is a periodic download, provided by the Logistics Support Activity (LOGSA). The EMF contains MCSR items (end items, weapon systems, maintenance significant items), Sub-systems and components, Operational Readiness Float (ORF) items, and Serial Number Tracking items.

b. LOGSA created records with an N at the top of the EMF screen (XXX USER CREATED N XXX) allows modification of the ORF DSG. Records with an N or S in the MCSR field allows the above changes plus modifying the MCSR DSG field. (See paragraph 9.5.6.)

c. The EMF is used to validate incoming Inop Equipment records, ORF demands and ULLS Inop Equipment records.

d. The EMF contains a user created option, which allows the user to create maintenance significant records. This allows the user to add, modify, and delete records. This process provides a method to add subsystems EICs of weapons systems to Next Higher Assembly EICs.

e. Select the EMF process on the Master Files Activity Menu screen. Press [Ctrl-F1] to display the Equipment Master screen (fig. 9.5-1).

```
Enter KEY data or press [Ctrl-F2] for help; [Ctrl-F4] to EXIT.
HELP AVAILABLE                EQUIPMENT MASTER                    AH006F1D
*** USER CREATED     ***

  KEY: ID  ▌    NSN
  EIC           WS/NHA EIC
  LIN
  NOUN
  MODEL
  EI/COMP INDIC
  ECC                    USE MONTH 2
  MCSR CMDTY CD          USE MEAS CD 1
  MCSR DSG               USE MEAS CD 2
  DA/HR DSG              MAX MEAS CD 1
  WPN DSG                MAX OPER USE 1
  SNT DSG                MAX MEAS CD 2
  ORF DSG                MAX OPER USE 2
  AOAP DSG               WARRANTY DESG
  G/L DESG               RBM DESG
  USAGE DSG              MAINT RPR CD
  USE MONTH 1
```

Figure 9.5-1. Equipment Master Screen.

Legend for fig. 9.5-1:

LENGTH	FIELD NAME	DESCRIPTION
1A	ID	Identifying number code. Available codes are: A = NSN C = Manufacture Code and Ref No. D = Mgmt. Control No. (MCN) P = Other
15AN	NSN	NSN or other identifying number for item of equipment.
3AN	EIC	End Item Code.
3AN	WS/NHA EIC	Weapon System/Next Higher Assembly EIC.

Figure 9.5-1. Equipment Master Screen - continued.

LENGTH	FIELD NAME	DESCRIPTION
6AN	LIN	Line Item Number for item.
21AN	NOUN	Noun or nomenclature of item.
12AN	MODEL	Model for item.
1AN	EI/COMP INDIC	E = End Item (Class VII). C = Component (Class IX).
2AN	ECC	Equipment Category Code for item. Code must be on ECC Master File.
2AN	MCSR-CMDTY CD	Materiel Condition Status Reporting Code. A1 = Aircraft. Start NMC time after 1 hr. GE = Ground Equipment. If not NMC by end of 1st day, count NMC time when item went NMC. Otherwise count no downtime. M4 = Missile. Start NMC time after 4 hr.
1A	MCSR DSG	N =NSN is non reportable end item. If NSN is reportable as a subsystem of a reportable weapons system, an entry will be in EIC and WS/NHA EIC fields and two entries will not match. S =NSN is Maintenance Significant (command designated) reportable as end item or subsystem. Y =AR 700-138 readiness reportable. M =Two prime subsystems are configured as a weapon system, i.e. M3A4 Smoke Generator.
1A	DA/HR DSG	H = Hours D = Days
1A	WPN DSG	Y or blank. Y indicates if item requires 2408- 4 reporting.

Figure 9.5.1 Equipment Master Screen - continued.

LENGTH	FIELD NAME	DESCRIPTION
1A	SNT DSG	Y or Blank. Y indicates if component or major end item is serial number tracked.
1A	ORF DSG	Y or Blank. Must be Y to accumulate ORF demands.
1A	AOAP DSG	Y or Blank. Y indicate item is subject to periodic oil sampling
1A	G/L DESG	Y or Blank. Y indicates that item is subject to central reporting of Gains, Loss, or Transfer (DA Form 2408-9, Equipment Control Record).
1A	UASGE DSG	Y or Blank. Y indicates that item is subject to periodic Central Reporting of Usage.
2N	USE MONTH 1	Numeric month when usage reporting is required.
2N	USE MONTH 2	Numeric month when usage reporting is required.
1A	USE MEAS CD 1	First letter of the usage code.
1A	USE MEAS CD 2	Second code if two types of usage required. If single type reporting should be blank.
1A	MAX MEAS CD 1	Overhaul/rebuild CD 1.
6N	MAX OPER USE 1	Max operator use.
1A	MAX MEAS CD 2	Overhaul/rebuild CD.
6N	MAX OPER USE 2	Max operator use CD.
1AN	WARRANTY DSG	Y or Blank. Identifies if item or any components are under warranty.

Figure 9.5.1 Equipment Master Screen - continued.

LENGTH	FIELD NAME	DESCRIPTION
1A	RBM DESG	Identifies Readiness Based Maintenance E = Reportable End Items. L = Line Replaceable units. S = Shop Replaceable units.
1A	MAINT RPR CD	D=Depot, Mobil Depot, or Specialized Repair Activity. F=Direct Support. B=No Repair Authorized. Item may be reconditioned by adjusting, lubricating, etc., at user level. No parts or special tools are procured for maintenance of item. H=General Support. Z=Non Repairable. No repair is auth. L=Repair restricted to designated specialized repair activity. O=Organizational.

Figure 9.5-1. Equipment Master Screen - continued.

9.5.1 Viewing EMF. The EMF can be reviewed by the ID, NSN, EIC, WS/NHA, or LIN on a blank EMF screen. Press [Ctrl-F2] to display a function key set with options to view the file (fig. 9.5-2).

Legend for fig. 9.5-2:

KEY	TITLE	DESCRIPTION
F1	Clear Screen	Removes data from screen.
F2	Function Key Help	Access to function Key help.
F3	Field Help	Provides information EMF i.e.,ID and NSN fields

Figure 9.5-2. EMF Function Key Set.

NOTE: Function Keys F4 through F7 will display only end item records, component records will not be displayed.

KEY	TITLE	DESCRIPTION
F4	Select ID/NSN	Allows entry of ID/NSN and scrolls EMF by ID/NSN. Enter partial/full/none of ID/NSN. press [Ctrl-F1] to start scroll. Use [Page Down] to review, to select an entry. Press [Ctrl-F1], [Ctrl-F4], or [Esc] to select entry. Press [Ctrl-F4] to exit.
F2	Select EIC	Allows entry of EIC and scrolls EMF EIC. Enter partial/full/none of EIC. Press [Ctrl-F1] to start scroll. Use [Page Down] to review, to select an entry. Press [Ctrl-F1],[Esc]. Press [Ctrl-F4] to exit.
F3	Select WS/NHA EIC	Allows entry of WS/NHA EIC and scrolls EMF by WS/NHA EIC. Enter partial/full/none of WS/EIC. Press [Ctrl-F1] to start scroll. Use [Page Down] to review, to select entry. Press [Ctrl-F1],[Esc] or [Ctrl-F4]. Press [Ctrl-F4] to exit.
F7	Select LIN	Allow entry of LIN and scrolls EMF by LIN. Enter partial/full/none of LIN. Use [Page Down] to review, to select entry. Press [Ctrl -F1], [Esc]or [Ctrl-F4]. Press Ctrl-F4] to exit
F8	Select User Created	Allows operator to select user created records from AHO15I File. A Y in upper left hand corner, ***USER CREATED Y *** indicates those records which are user created.
F9	Select Maintenance Significant	Allows selection of items with an MCSR (Material Condition Status Reporting) DSG of S, from AHO15I File.
F10	Select Component Records	Allows selection of records having EI/COMP (End Item/Component) indicator of C.

Figure 9.5-2. EMF Function Key Set.

9.5.2 View Components or Subsystems of Prime Subsystems. To view EMF component or subsystem select one of the function keys, [F4] thru [F7], in figure 9.5- 2. Press [Ctrl-F1] to display scroll window. Scroll to desired prime subsystem record with EIC and WPN Sys Equal. Press [Ctrl-F1]. Press [Ctrl-F2] to display the function key set in figure 9.5-3.

Clear Screen	F-Key Help	Field Help	Select Id/Nsn	Select Eic	Select Ws/Nha	Select Lin	View Compon		View System

Legend for fig. 9.5-3:

KEY	TITLE	DESCRIPTION
F1	Clear Screen	Removes data from screen.
F2	Function Key Help	Access to function Key help.
F3	Field Help	Provides information EMF i.e.,ID and NSN fields.
NOTE: Function Keys F4 through F7 will display only end item records, component records will not be displayed.		
F4	Select ID/NSN	Allows entry of ID/NSN and scrolls EMF by ID/NSN
F5	Select EIC	Allows entry of EIC and scrolls EMF by EIC.
F6	Select WS/NHA EIC	Allows entry of WS/NHA EIC and scrolls EMF by WS/NHA EIC.
F7	Select LIN	Allow entry of LIN and scrolls EMF by LIN. The line number will not be displayed in scroll window but will show on EMF from when scrolling through records.

Figure 9.5-3 EMF Component of Subsystem View Function Key Set.

KEY	TITLE	DESCRIPTION
F8	View Components	Allows displaying all records in EMF and EMSF having a NHA/EIC same as displayed Prime Subsystem and having an EI/COMP indicator of C. To exit, press [Ctrl-F4] or [Esc].
F10	View Systems	Allows displaying all records in EMF and EMSF having a WS/NHA EIC same as displayed Prime Subsystem and having an EI/COMP indicator of E. To exit, press [Ctrl-F4] or [Esc].

Figure 9.5-3 EMF Component of Subsystem View Function Key Set - continued.

9.5.3 View Component and System of a Prime System. To view EMF component or system select one of the function keys, [F4] thru [F7], in figure 9.5-2. Press [Ctrl-F1] to display scroll window. Scroll to desired system record with EIC and WS/NHA EIC Unequal. Press [Ctrl-F1]. Press [Ctrl-F2] to display function key set (fig. 9.5-4).

Legend for fig. 9.5-4:

KEY	TITLE	DESCRIPTION
F8	View Components	Allows displaying all records in EMF and EMSF having a WS/NHA EIC same as displayed system record and having an indicator of C.
F10	View Systems	Allows displaying all records in EMF and EMSF having ID/NSN as displayed in system record.

Figure 9.5-4. EMF Component or System View Function Key Set.

9.5.4 Add User Created Record to EMF.

a. This function allows the operator to add maintenance significant items.

b. To Add a record enter the ID and NSN. Press [Ctrl-F1] to display figure 9.5-5.

Legend for fig. 9.5-5:

KEY	TITLE	DESCRIPTION
F4	Add	Allows addition of a user Created Maintenance Significant item. Enter rest of data and press [Ctrl-F1]. To exit press [Ctrl-F4] or [Esc].

Figure 9.5-5. Add User Created Record To EMF.

9.5.5 Modify LOGSA Created Record.

a. The modify function key set appears when the User Created field equals N and the MCSR DSG is Y, M, S or N on the EMF screen.

b. Records with MCSR DSG of Y or M only ORF DSG can be modified. To Modify EMF system record select one of the function keys [F4] thru [F7] in figure 9.5-2. Press [Ctrl-F1] to display scroll window and scroll to desired record (fig. 9.5-6).

(1) Press [F7] to modify.

(2) Change ORF DSG.

(3) Press [Ctrl-F1] to update.

c. Records with MCSR DSG of S or N, only the three fields changed above plus MCSR DSG field changing the N to S or S to N can be modified.

(1) Press [F7] to modify.

(2) Change ORF DSG.

(3) Press [Ctrl-F1] to update.

Legend for figure 9.5-6:

KEY	TITLE	DESCRIPTION
F7	Modify	Allows the change of MCSR DSG from N to S or S to N. No other field can be modified at this time.

Figure 9.5-6. EMF Modify Function Key Set.

9.5.6 Add System Configuration.

a. The Add System Configuration or Modify MCSR/DSG function key appears when the User Created Block is N on the EMF screen, MCSR/DSG is S or N and EI/COMP INDIC = E.

b. To Add a User Created Prime Subsystem or Modify the MCSR/DSG select one of the function keys, [F4] thru [F7], in figure 9.5-2. Press [Ctrl-F1] to display scroll window. Scroll to desired record with EIC present and WS/NHA EIC blank. Press [Ctrl-F1] twice to display function key set figure 9.5-7.

c. Press [F3], then press [Ctrl-F1] twice. Read notice on screen and follow screen prompts.

d. Scroll and select prime subsystems record.

e. Press [Ctrl-F1] twice to add configuration.

Legend for fig. 9.5-7:

KEY	TITLE	DESCRIPTION
F3	Add System Configuration	Allows user to add displayed NSN as a subsystem to a User Created Prime Subsystem. (When EIC is present WS/NHA EIC is blank). Press [Ctrl-F1] twice to add to a prime subsystem. Press [Ctrl-F4] to exit.
F7	Modify	Allows change of MCSR DSG from N to S or S to N on ORF DSG. No other field can be modified during this process.

Figure 9.5-7. Add System Configuration or Modify Function Key Set.

9.5.7 Remove System Configuration.

a. The Remove System Configuration or Modify function key is displayed when the record User Created field is N on the EMF screen and MCSR DSG is S or N and WS/NHA EIC is a user created prime subsystem.

b. To remove a User Created prime subsystem or modify the MCSR DSG, select one of the function keys, [F4] thru [F7], in figure 9.5-2. Press [Ctrl-F1] to display scroll window. Scroll to a record with EIC and WS/NHA EIC (user created prime subsystem) present but unequal. Press [Ctrl-F1] to display function key set figure 9.5-8.

c. Press [F4]. Additional function keys will appear (fig. 9.5-9).

Legend for fig. 9.5-8:

KEY	TITLE	DESCRIPTION
F3	Add System Configuration	Allows user to add displayed NSN as a subsystem to a user created prime subsystem by entering a WS/NHA EIC.
F4	Remove Systems Configuration	Allows removal of a configuration of this subsystem on EMF record, and EMSF record, or all records and additional set of function keys will appear in fig. 9.5 9. When this function key is pressed.
F7	Modify	Allows the change of the noun, model, MCSR DSG from N to S or S to N or ORF DSG. No other field can be modified during this process.

Figure 9.5-8. Remove System Configuration Function Key Set.

9.5.8 Removal of Subsystems from EMF and EMSF. The function key set in figure 9.5-9 will appear when [F4] is pressed in figure 9.5-8. Press [F4] or [F7]. Press [Ctrl-F1] to remove desired function.

Legend for Fig. 9.5-9:

KEY	TITLE	DESCRIPTION
F4	Remove EMF	Allows removal of a user created subsystem configuration on displayed record in EMF. Follow system prompts. Press [Ctrl-F4] to exit.
F7	Remove EMSF	Allows removal of a User created subsystem configuration on displayed record in Equipment Master Subsystem File. Follow system prompts.
F10	Remove ALL	Removes displayed subsystem relationship and all other EMSF subsystem relationships that have same ID/NSN as displayed one. Follow system prompts.

Figure 9.5-9. Remove of Subsystem from EMF Function Key Set.

9.5.9 Remove System from User Created Y Records

a. The Remove system or Modify will only come up when the User Created field is Y on the EMF screen and the EIC and WS/NHA EIC are equal.

b. To remove, modify or delete select [F8] in figure 9.5-2. Scroll to record with the EIC and WS/NHA EIC equal. Press [Ctrl-F1] twice to display the function key set (fig. 9.5-10).

c. Press [F4]. Follow screen prompts.

Legend for fig. 9.5-10:

KEY	TITLE	DESCRIPTION
F4	Remove System	Allows removal of a system from all subsystems on EMF record. Press [Ctrl-F1] twice to update. Press [Ctrl-F4] to exit. Record remains as maintenance significant item.
F7	Modify	Allows user to modify the LIN, NOUN, MODEL, ECC, MCSR CMDTY CD, MCSR DSG or ORF DSG fields. Press [Ctrl-F1] to update. Press [Ctrl-F4] to exit.
F10	Delete	Allows user to delete this WS/NHA from all subsystem records. Will also delete a component record if the NHA EIC is same and deletes record from file.

Figure 9.5-10. Remove System from User Created Record.

9.5.10 Change EIC on User Created Record.

a. This process will only come up when the User Created is Y on the EMF screen and the EIC and WS/NHA EIC are not equal.

b. To add/remove/modify/change/delete select [F8] (fig. 9.5-2). Press [Ctrl-F1] to display scroll window. Scroll to record with the EIC and WS/NHA EIC unequal. Press [Ctrl-F1] twice to display the function key set (fig. 9.5-11).

c. Press [F8]. The highlight appears on the EIC.

d. Change the EIC. Press [Ctrl-F1] twice to update.

Clear Screen	F-Key Help	AddSys Config	RemSys Config			Modify	Change Eic		Delete

Legend for fig. 9.5-11:

KEY	TITLE	DESCRIPTION
F3	Add System Configuration	Allows user to add displayed NSN as a subsystem to a user created prime subsystem by scrolling WS/NHA EIC. Record will be added to EMSF.
F4	Remove System	Allows removal of a configuration of this subsystem on EMF record, an EMSF record, or all records. When this key is pressed figure 9.5-12 will appear.
F7	Modify	Allows changing of all fields except EIC, WS/NHA EIC and EI/COMP INDIC.
F8	Change EIC	Allows correction of an EIC.
F10	Delete	Allows user to delete this record and all records in EMSF that are configured to displayed ID/NSN

Figure 9.5-11. Add/Remove/Modify/Change/Delete Function Key Set.

9.5.11 View Component in the EMF EMSF.

a. This view component function key will only come up when the User Created field is Y or N, the MCSR DSG field is N or S and WS/NHA EIC is blank.

b. To view component select one of the function keys, [F4] thru [F7], in figure 9.5-2. Press [Ctrl-F1] to display scroll window. Scroll to record with EIC present and WS/NHA EIC blank. Press [Ctrl-F2] to display function key set in figure 9.5-12.

c. Press [F8]. View records.

Clear Screen	F-Key Help	Field Help	Select Id/Nsn	Select Eic	Select Ws/Nha	Select Lin	View Compon		

Legend for Fig. 9.5-12:

KEY	TITLE	DESCRIPTION
F8	View Component	Allows displaying of all records in EMF and EMSF having a NHA EIC same as displayed record and having an EI/COMP indicator C. Press [Ctrl-F1] to view. Press [Ctrl-F4] to exit.

Figure 9.5-12. View Component in the EMF/EMSF Function Key Set..

9.5.12 Add WS/NHA EIC to User Created Record.

a. This process is accessed when User created field is Y on the EMF screen, the EIC is present and the WS/NHA EIC is blank.

b. To add WS/NHA EIC, select [F9] in figure 9.5-2. Press [Ctrl-F1] to display scroll window. Scroll to record with WS/NHA EIC blank. Press [Ctrl-F1] twice to display the function key set (fig. 9.5-13).

c. To change EIC press [F8]. Enter EIC. Press [Ctrl-F1] twice to update.

d. To add Sys Config press [F3]. Follow system prompts.

Clear Screen		AddSys Config				Modify	Change Eic		Delete

Legend for Fig. 9.5-13:

KEY	TITLE	DESCRIPTION
F3	Add System Configuration	This allows the user to add a WS/NHA EIC to the EMF record. Press [Ctrl-F1] four times to update. Press [Ctrl-F4] to exit.
F7	Modify	This function key set allows the user to modify the LIN, NOUN, MODEL, ECC, MCSR CMDTY CD, MCSR DSG or ORF DSG
F8	Change EIC	Allows the correction of an EIC.
F10	Delete	Allows the user to delete a component record if WS/NHA EIC match this record.

Figure 9.5-13. Add WS/NHA EIC to User Created Record.

9.5.13 View Records with No EIC or WS/NHA EIC

a. This function key set is displayed when the User Created field is Y or N, and the EIC and WS/NHA EIC are blank.

b. To view a record select one of the function keys, [F4] thru [F7], in figure 9.5-2. Press [Ctrl-F1] to scroll window. Select the record with no EIC or WS/NHA EIC. Press [Ctrl-F2] to display function key set (fig. 9.5-14).

c. Use the function keys to view additional records.

Clear Screen	F-Key Help	Field Help	Select Id/Msn	Select Eic	Select Ws/Nha	Select Lin			

Figure 9.5-14. View Records with No EIC or WS EIC Function Key Set.

9.5.14 Add EIC to User Created Record Y.

a. The Add EIC function key set is displayed when the User Created field is Y and both EIC and WS/NHA EIC are blank.

b. To Add the EIC select [F8] (fig. 9.5.2). Press [Ctrl-F1] to display scroll window. Scroll to record with EIC and WS/NHA EIC blank. Press [Ctrl-F1] to display the function key set (fig. 9.5-15).

c. Select record press [Ctrl-F1].

d. Enter EIC, follow system prompts, press [Ctrl-F1] twice.

Legend for fig. 9.5-15:

KEY	TITLE	DESCRIPTION
F4	Add EIC	Allows user to add EIC. Enter EIC, press [Ctrl-F1] twice to update. Press [Ctrl-F4] to exit.
F7	Modify	Allows user to modify LIN, Noun, ECC, MCSR CMDTY CD, MCSR DSG or ORF DSG in User Created record.
F10	Delete	Allows user to delete User Created records.

Figure 9.5-15. Add EIC to EMF Function Key Set.

9.5.15 View End Items Components Next Higher Assembly EIC.

a. The View Next Higher Assembly function key set is displayed when the Used Created field is N or Y on the EMF screen, the EIC is blank, and WS/NHA EIC is present.

b. To view the Next Higher EIC select one of the function keys, [F4] thru [F7], figure 9.5-2. Press [Ctrl-F1] to display scroll window. Scroll to record with EIC blank and WS/NHA EIC present. Press [Ctrl-F2] to display function key set in figure 9.5-16.

Clear Screen	F-Key Help	Field Help	Select Id/Nsn	Select NhaEic		View NhaEic	Select Eic		

Legend for fig. 9.5-16:

KEY	TITLE	DESCRIPTION
F4	Select ID/NSN	Allows user to scroll EMF Component records (EI/COMP INDIC OF C) by ID NSN.
F5	Select WS/NHA EIC	Allows user to scroll EMF Component records (EI/COMP INDIC OF C) by WS/NHA EIC. Enter NS NHA EIC. Press [Ctrl-F1].
F7	View NHA EIC	Allows displaying of all records in EMSF having same ID NSN. Enter NHA EIC. Press [Ctrl-F1].
F8	Select EIC	Allows user to scroll EMF records (EI/COMP INDICATOR OF E) by EIC.

Figure 9.5-16. View End Item/Component NHA EIC Function Key Set.

9.5.16 Add NSN to Multiple WS/NHA EIC.

a. This function key set is displayed when the User Created field is Y, EIC is blank and WS/NHA EIC is present.

b. To add an NSN to multiple WS/NHA EICs' select [F10] (fig. 9.5-2). Press [Ctrl-F1] to display scroll window. Scroll to record EIC blank and WS/NHA EIC present. Press [Ctrl-F1] twice to display the function key set (fig. 9.5-17).

c. To add NHA, enter WS/NHA. Press [Ctrl-F1] twice to update.

Clear Screen	F-Key Help		AddNha Config	RemNha Config					Modify				Delete

Legend for fig. 9.5-17:

KEY	TITLE	DESCRIPTION
F3	Add NHA EIC Configuration	Allows user to add NSN to multiple NHA EICs, by entering NHA EIC. Record is added to EMSF.
F4	Remove NHA EIC Configuration	Allows removal of an NHA EIC of an NSN the EMF record, or an EMSF record. Figure 9.5-18 will appear.
F7	Modify	Allows changing of all fields except EIC and WS/NHA EIC fields.
F10	Delete	Allows user to delete record and all records in EMSF configured to NSN entered

Figure 9.5-17. Add NSN to Multiple WS/NHA EIC Function Key Set.

9.5.17 Remove Subsystem from EMF User Created Record Y

a. A function key set (fig. 9.5-18) will appear when function key [F4] is pressed in fig. 9.5-17.

Clear Screen	F-Key Help			Remove Emf						Remove Emsf					

Legend for fig. 9.5-18:

KEY	TITLE	DESCRIPTION
F4	Remove EMF	Allows user to remove NHA EIC configuration on displayed record in EMF. File will be removed as long as there is another NHA EIC configuration for component record in EMSF. Otherwise, delete record. Press [Ctrl-F1] to remove. Press [Ctrl-F4].
F7	Remove EMSF	Allows user to remove a NHA EIC configuration on a record in Equipment Master Subsystem File.

Figure 9.5-18. Removable Subsystem from EMF Function Key Set - continued.

b. After receiving changes to the EMF:

(1) Send a copy of the updated file via diskette or comm to SAMS-2 BN and SAMS-1. (See section 8.)

(2) Send the EMF to ULLS users for processing. (See section 8.)

9.6 ORF.

a. Operational Readiness Float (ORF) consists of those selected end items which affect readiness and can be exchanged for like items that cannot be rapidly repaired.

b. ORF is authorized by DA for issue to the MACOM. All authorized ORF items are listed on the DA/MACOM ORF support list which is received annually.

c. ORF is used at SAMS-1 for exchange with supported units. ORF requirements are based on demands. A demand is a valid request for an ORF item. The item does not have to be issued to create a demand. SAMS-2 accumulates demand data from SAMS-1 and maintains ORF asset balances and NMC visibility on the ORF File, when records are built for each ORF NSN STOCKED in the ORF File Maintenance process.

d. Demand data is accumulated and reported annually and is used to justify ORF authorizations and float factor adjustments. (See AR 750-1 and DA PAM 710- 2- 2.) The accumulative fields on the ORF File must be reset to zero at the beginning of the new ORF reporting period, using the Purge ORF File process.

e. SAMS-2 has three ORF processes:

(1) ORF File Maintenance.

(2) Update ORF Demands.

(3) Purge ORF File.

9.6.1 ORF File Maintenance

a. The ORF File Maintenance process is used to add, modify, and delete records on the ORF File (AHO25I).

(1) The ORF File contains those items authorized by the DA/MACOM support list. These items must be on the EMF with Y in the ORF DA authorized field.

(2) The ORF File validates work order data; accumulates ORF demands, issues, and turnaround time; shows updated qty FMC, NMC, and OH; and provides data for ORF reports.

b. An ORF system record will be built by the Update ORF Demands process.

c. Select the ORF File Maintenance process on the Master Files Activity Menu and press [Ctrl-F1] to display the ORF Master screen. Press [Ctrl-F2] to display a function key set. Press [F8] for a scroll window (fig. 9.6-1).

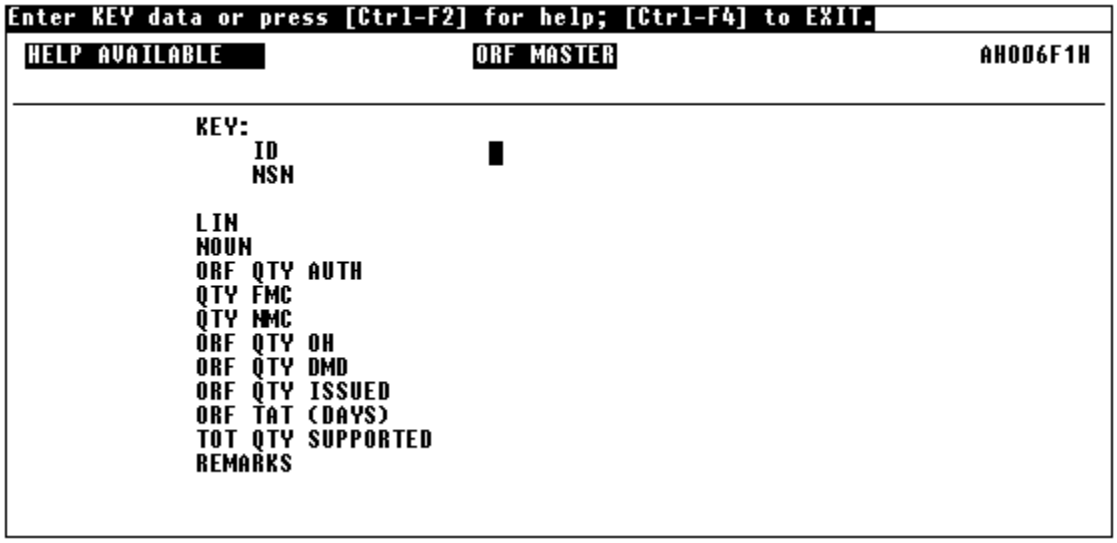


Figure 9.6-1. ORF Master Screen.

Legend for fig. 9.6-1:

LENGTH	FIELD NAME	DESCRIPTION
1A	ID	Identifying number code. Available codes are: A = NSN C = Manufacture Code and Ref No. D = Mgmt. Control No. (MCN) P = Other
15AN	NSN	The NSN or other identifying number for the item of equipment.
6AN	LIN	Line Item Number for this item.
21AN	NOUN	Noun or nomenclature of item.
3N	ORF QTY AUTH	Total quantity authorized per LIN. For records with same LIN, enter on first only.
3N	QTY FMC	Quantity fully mission capable. Can be entered or updated by system.
3N	QTY NMC	Quantity not mission capable. Can be entered or updated by system.
3N	ORF QTY OH	Quantity on hand by NSN. Qty FMC plus Qty NMC. Entered by system.
LENGTH	FIELD NAME	DESCRIPTION
5N	ORF QTY DMD	Quantity of valid requests made for this item. Entered by system (accumulative) or

		manually entered.
5N	ORF QTY ISSUED	Quantity issued. Entered by system (accumulative) or manually entered.
6N	ORF TAT (DAYS)	Turnaround time from WO acceptance to completion. Entered by system (accumulative) or manually entered.
5N	TOT QTY SUPPORTED	Total quantity of this item supported by ORF.
90AN	REMARKS	States if record was automatically built by demands process.

Figure 9.6-1. ORF Master Screen - continued.

(1) To select a record, move the highlight and press [Ctrl-F1].

(2) To remove the window, press [Esc].

d. Press [Ctrl-F4] to exit.

9.6.1.1 Add ORF Record.

a. To add a record to the ORF File, enter the ID and NSN and press [Ctrl-F1].

b. If the NSN is not on the file, LIN and NOUN from the EMF are entered and an Add function key set appears. Press [F4] to display the Add screen.

c. Enter data. If a manual ORF operation is providing data, enter items ORF QTY DMD, ORF QTY ISSUED, and ORF TAT DAYS. When ORF data is received through the system from SAMS-1, these fields are entered automatically when the Update ORF Demands process is run. Press [Ctrl-F1].

d. Press [Ctrl-F1] again to add the record. Press [Ctrl-F4] to exit.

9.6.1.2 Modify/Delete ORF Record.

a. To modify or delete an ORF record, enter the ID and NSN and press [Ctrl-F1].

b. If the NSN is on file, a Modify/Delete function key set appears. To modify, press [F7]; to delete, press [F10].

(1) When [F7] is pressed, the Modify screen appears.

(a) Make changes and press [Ctrl-F1] to modify.

(b) Press [Ctrl-F1] again. The ORF Master screen appears (still displaying the key data of the record just modified).

(c) To exit, press [Ctrl-F4].

(d) To modify another record, repeat the steps above.

(2) When [F10] is pressed, the system checks the delete.

(a) Press [Ctrl-F1] to delete. The ORF Master screen appears (still displaying the key data of the record just deleted).

(b) To exit, press [Ctrl-F4].

(c) To delete another record, repeat the steps above.

9.6.2 Update ORF Demands.

a. This process accumulates demands, issues, and turnaround time, and updates Qty FMC, NMC, and OH on records of the ORF File. It can also add records to the ORF File.

(1) The process takes records which have valid ORF Transaction Codes from the Completed WO File, checks them against the DA Authorized field on the EMF, and updates demands, issues, and turnaround time on the ORF record.

(2) The process then takes those records which have an ORF Transaction Code of R (Float Repair) from the WWO File, checks if they are DA Authorized on the EMF, and computes Qty NMC, Qty FMC, and Qty OH. It then updates these fields on the ORF record.

(3) If no ORF record exists on the ORF File for a valid ORF item, the process builds a record and updates it but places zeros in those fields it cannot update.

(4) If an item is not DA Authorized or not found on the EMF, but has a valid ORF Transaction code on the WWO record, the system produces a printout showing these NSNs at the end of the process. Use this list to check the EMF entries.

b. See appendix B for an explanation of ORF Transaction Codes.

c. Select the Update ORF Demands process on the Master Files Activity Menu screen. Press [Ctrl-F1] to display the screen in figure 9.6-2.

```
Press [Ctrl-F1] to execute, [Ctrl-F4] to exit.
HELP AVAILABLE        SAMS-2 UPDATE ORF DEMANDS PROCESS        AH006F1I

   THIS PROCESS ACCESSES THE COMPLETED WORK ORDER FILE (AH004I)
   AND ACCUMULATES DEMANDS FOR ITEMS IN THE ORF MASTER FILE
   (AH025I) AS FOLLOWS:

   FOR EACH RECORD ON THE COMPLETED WORK ORDER FILE WHOSE EQUIP
   NSN MATCHES THE EMF WITH AN ORF IND OF Y, FALLS WITHIN THE ORF
   PD RANGE (01-06), AND HAS A VALID ORF TRANS CODE (I, L, OR R)
   AN ISSUE AND/OR DEMAND IS ACCUMULATED.  THE ORF TRANS CODE IS
   THEN CHANGED TO A NUMERIC VALUE TO PREVENT CONSIDERING THE
   RECORD AGAIN WHEN THE ORF DEMANDS PROCESS RUNS.

   IF A RECORD IS NOT FOUND ON THE ORF MASTER FILE, THE PROGRAM
   BUILDS ONE WITH ZEROS IN CERTAIN QUANTITY FIELDS.
```

Figure 9.6-2 Encode Float Demands Process Screen

d. Press [Ctrl-F1] twice to run the process.

(1) The number of records the system is processing from the WWO and CWO Files is shown on the screen.

(2) The system updates the ORF File and returns to the SAMS-2 Master Menu.

9.6.3 Purge ORF File.

a. The PURGE ORF File Process purges only the quantities in the accumulative fields (ORF Qty Dmd, ORF Qty Issued, ORF TAT) of the ORF File. The quantities are written to a backup diskette and the fields on the file are reset to zero.

b. The process can also be used to restore the purged quantities from the backup diskette to the file.

c. Perform this process once each year at the end of the annual ORF reporting period. (See AR 750-1.) The date on which to run the process is controlled by the date entered in the Lookup File (ORF Close Out Date).

d. Before running the purge:

(1) Process all weekly work order input for the reporting period.

(2) Run the Update ORF Demands process to capture the final demands of the reporting period to be closed.

(3) Run the ORF reports.

(4) Enter the ORF Close Out Date in the Lookup File. The date must equal the Date of Last ORF Update field and system logon date. (Change the logon date if necessary.)

e. Select the Purge ORF File process on the Master Files Activity Menu. Press [Ctrl-F1] to display the screen in figure 9.6-3.

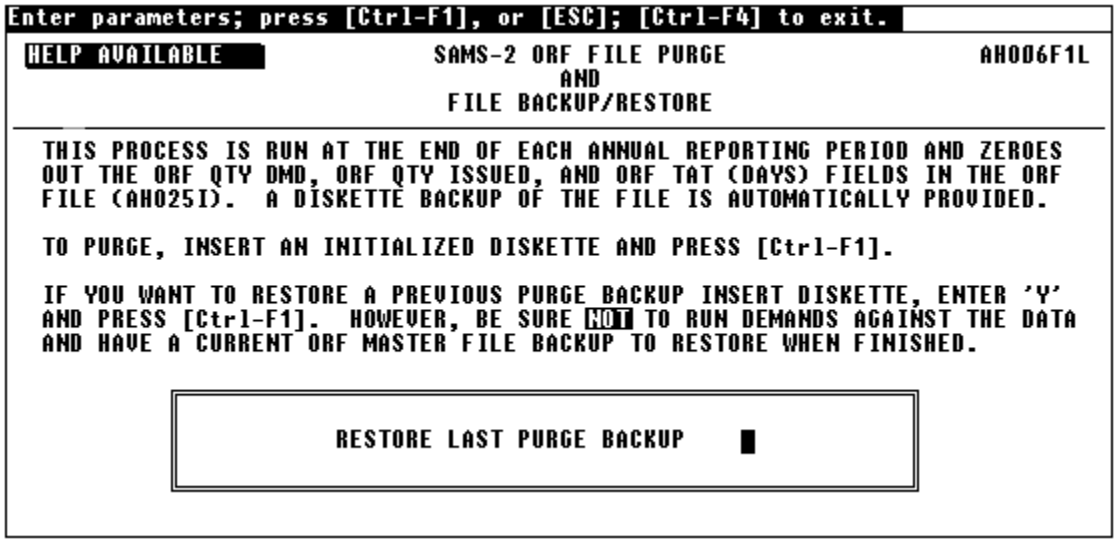


Figure 9.6-3. ORF File Purge and Restore Screen.

f. To run the purge, insert an initialized diskette and press [Ctrl-F1]. Press [Ctrl-F1] again. The system displays the number of records processed and writes them to the diskette.

(1) Remove and label the diskette ORF Backup from Zero Demands Process. Press [Ctrl-F1].

(2) The system:

(a) Zeroes the ORF Qty Dmd, ORF Qty Issued, and ORF TAT fields on the ORF File.

(b) Zeroes the ORF Close Out Date in the Lookup File.

(c) Prints the number of records written to the backup.

(d) Returns to the SAMS-2 Master Menu.

g. The purged quantities can be restored to the file. (Restore if the purge has been performed in error, final demands not captured, or ORF reports not run.) To restore from the backup:

(1) Make a system backup of the current ORF File in File Utilities.

(a) Select Purge ORF File on the Master Files Activity Menu, press [Ctrl-F1].

(b) Insert the ORF Backup from Zero Demands Process diskette. Enter Y, press [Ctrl-F1].

(c) Press [Ctrl-F1] to restore the quantities and return to the SAMS-2 Master Menu.

(d) Produce reports as required.

(2) Restore system backup of ORF File in File Utilities.

9.7 Purge CWO File.

a. The Purge CWO File process purges records older than 31 days from the Completed Work Order File. The completed work orders selected are removed from the Completed Work Order File and a printed listing (Completed Work Order File Purge Listing, PCN AHO-018) is produced for audit purposes.

b. The purge date entered must be earlier than the date of the last ORF Demands Update shown in the Lookup Master File ORF Parameters record and on the purge screen.

c. Select Purge CWO File on the Master Files Activity Menu screen. Press [Ctrl-F1] to display the Completed Work Order Purge screen (fig. 9.7-1)

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
                         COMPLETED WORK ORDER                    AHO06F1F
                                PURGE

     THIS PROCESS WILL PURGE THE COMPLETED WORK ORDER FILE (AHO04I) AND
     PRODUCE A REPORT (AHO-018).  THE PURGE WILL DELETE ALL RECORDS IN
     THE COMPLETED WORK ORDER FILE HAVING A DATE COMPLETED EQUAL TO OR
     LESS THAN THE PURGE END DATE.  A COUNT OF THE RECORDS TO BE PURGED
     WILL BE DISPLAYED.  ENTER PURGE END DATE BELOW IN (YYDDD) FORMAT.
     THE PURGE END DATE ENTERED CANNOT BE GREATER THAN THE DATE OF LAST
     ORF DEMANDS UPDATE.  THIS PREVENTS DELETION OF RECORDS WHICH HAVE
     NOT BEEN PROCESSED FOR ORF DEMAND DETERMINATION.

                    PURGE END DATE ==>

                 DATE OF LAST ORF DEMANDS UPDATE 97090
```

Figure 9.7-1 Completed Work Order Purge Screen (example)

(1) Enter the purge end date in YYDDD format, and press [Ctrl-F1] twice.

(2) The number of records to be purged appears.

(3) Press [Ctrl-F1] to purge the file and produce the listing.

d. This listing is a complete list of the work orders removed from the Completed Work Order File. It provides a historical record of the work orders removed from

the file. KEEP THIS LIST; it is the only record of the purged work orders. (See appendix C for format.)

9.8 Purge MUF.

a. This process purges records from the Manpower Utilization File (MUF), AHO08I. The records are removed from the file and the Manpower Utilization File Purge Listing (PCN AHO-046) is produced for audit purposes.

b. The purge date entered must be at least four months earlier than the current month/year.

c. Select the Purge MUF process on the Master Files Activity Menu screen. Press [Ctrl-F1] to display the Manpower Utilization File Purge screen (fig. 9.8-1).

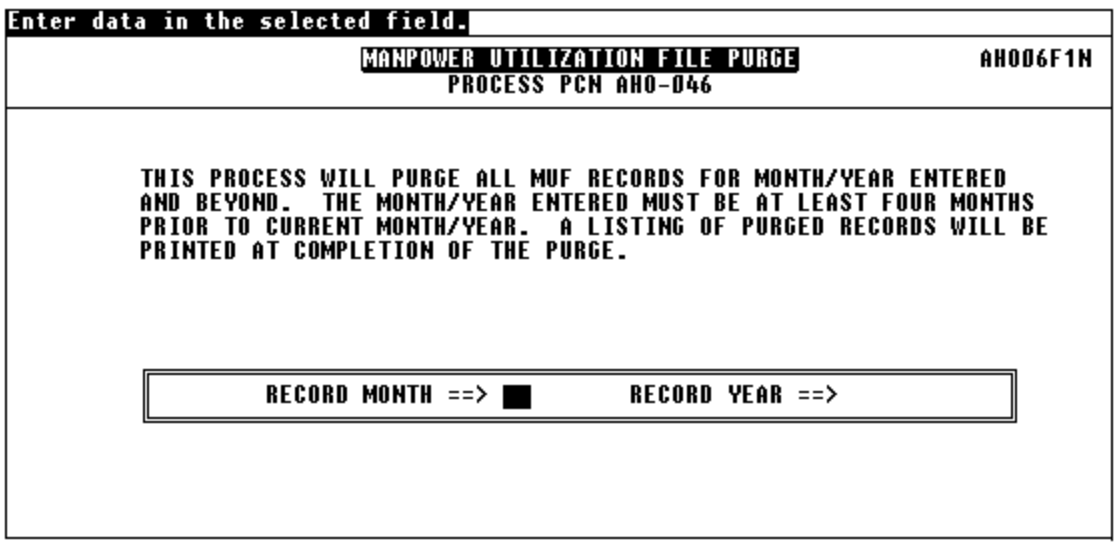


Figure 9.8-1. Manpower Utilization File Purge Screen.

(1) Enter a month at least four months earlier than the current month. Press [RETURN].

(2) Enter the current year or an earlier year, and press [Ctrl-F1] twice.

(3) The system displays the number of records to be deleted.

(4) To purge the file, press [Ctrl-F1].

d. The process deletes the manpower records dated on or before the month and year entered and prints the report.

(1) The report lists the purged records by Support UIC. (See appendix C for report details.)

(2) Use the report for history; it is the only account of the purged records.

SECTION 10. FILE UTILITIES

10.1 File Utilities.

a. Utilities are processes that are not directly related to the system's data management functions but are essential to maintaining the software and to solving system errors. Computer System Status, and Logout functions are included in this section.

b. File Utilities Activity has seven processes:

(1) Format Disk Tape and erase tape.

(2) Backup Files.

(3) Restore Files.

(4) Compress Files.

(5) Clean Up Hard Disk.

(6) ASCII File Extract.

(7) Global UIC Modify Delete.

c. Computer System Status and Logout are accessed directly from the SAMS-2 Master Menu screen.

10.2 Format Disk Tape and Erase Tape. Diskettes and tape cartridges must be initialized when using the system.

a. Diskettes and tape cartridges must be initialized for two reasons: First, the system writes only on initialized media. Secondly, a diskette or tape that has been used several (three to five) times might develop bad spots on its surface and initialization identifies that problem.

b. If the initialization process shows bad spots, replace diskettes and follow local SOP for replacing tapes. Diskettes or tape cartridges with bad spots can be unsuitable for use in data archive. A bad spot, even when flagged by the initialization process, can cause errors when restoring files.

c. Perform this process at the master terminal only.

d. Select Initialize Disk or Tape on the File Utilities Activity Menu screen. Press [Ctrl-F1] twice to display the screen in figure 10.2-1.

```
Press [Ctrl-F2] or [Ctrl-F1] to continue [Ctrl-F4] to exit.
HELP AVAILABLE        SELECT MEDIA TO INITIALIZE/ERASE              UTID2F1C

                    | Option 1 | Diskette |
                    | Option 2 | Tape     |

NOTE:  All Tape Processes must be run from server and user must be logged
       on as administrator.
```

Figure 10.2-1 Initialize Media Selection Screen.

(1) To initialize a diskette, select Option 1 and press [Ctrl-F1] to display the screen in figure 10.2-2.

```
                    INITIALIZING DISKETTES
                    ----------------------

   1 - 1.44
   2 - 360
   3 - 1.2
   4 - QUIT

Selection: [ ]
```

Figure 10.2-2- Initialize Diskette(s) Screen.

(a) Enter diskette size to be initialized. Insert a diskette and press [Enter] when prompted. The system initializes the diskette and displays the initialize diskette screen again.

(b) Remove the diskette from the drive.

(c) To initialize another diskette, press [Y]. To exit, press [4] quit.

(2) To initialize system tape cartridge, select Option 2 and press [Ctrl-F1] to display the screen in figure 10.2-3.

```
                    INITIALIZING TAPES OR DISKETTES
                    -------------------------------


   1 - TAPE  (YOU MUST BE ON THE SERVER)
   2 - DISKETTES
   3 - QUIT


Selection: [ ]
```

Figure 10.2-3 Tape Cartridge Initialization Screen.

(a). Initialize a tape you must be on the server.

(b). Insert a tape into the tape drive and press [1]. The system automatically initializes the tape in the windows environment

10.3 Backup Files.

a. Files must be backed up regularly so that they can be easily rebuilt if they are lost or damaged. When files are rebuilt, the most recent backup is copied into the system using the Restore Files process. Files are restored to the point when the backup was made. All work performed after the backup was made must then be manually reconstructed. If the last backup is current, little or no manual reconstruction is needed.

b. The Backup Files process has the following options. Perform these as shown to maintain current backups.

(1) Backup All Data Files - perform, on tape, at COB each day. Option 1 is the only backup which can be made on tape cartridge.

(2) Backup Work Order Data - perform, on diskette, after the Weekly Work Order and Manhour Accounting Transfers.

(3) Backup Inop Data - perform, on diskette, just after ULLS and SAMS-1 Inop Transfers each day and whenever any changes are made to inop files.

(4) Backup ORF File - perform, on diskette, after performing Update ORF Demands process each week.

(5) Backup Equipment Data - perform as needed.

c. These options and the files that they back up are shown in figure 10.3-1.

File ID and Number	Backup Files Option Matrix				
FILE NAME	ALL DATA FILES	WORK ORDER DATA	INOP DATA	ORF FILE	BACKUP EQUIP DATA
IEF AHO01I	X		X		
IEPP AHO02I	X		X		
DITE AHO03I	X		X		
CWO AHO04I	X	X			
WWO AHO05I	X	X			
WWOP AHO06I	X	X			
ICF AHO07I	X	X	X		
MUF AHO08I	X	X			
TAT AHO09I	X	X			
AUF AHO10I	X		X		
INOP AHO11I	X		X		
LOCKUP AHO12I	X		X		
ECC AHO13I	X				
UIC AHO14I	X				
EMF AHO15I	X				X
ATF AHO16I	X		X		
LOGSA AHO17I	X	X			
SWOT AHO18I	X	X			
CORR AHO19I	X		X		
MPF AHO20I	X				
BPF AHO21I	X				
ECP AHO22I	X				
EPF AHO23I	X				X
EMSF AHO24I	X				X
ORF AHO25I	X	X		X	
RC PARTS AHO24D	X				
DINOP AHO25D	X		X		

NOTE: When Option 1 is used, all SAMS-2 data files are backed up. This includes files other than those displayed.

Figure 10.3-1. Backup Files Option Matrix.

d. Select the Backup Files process on the Utilities activity menu. Press [Ctrl-F1] to display the Backup Files screen (fig. 10.3-2).

```
Press [Ctrl-F2] or [Ctrl-F1] to continue [Ctrl-F4] to exit.
HELP AVAILABLE                BACKUP FILES                    UTI02F2A

          THIS PROCESS REQUIRES THAT YOU BE IN A WINDOWED ENVIRONMENT.
            PRESS [Alt-Enter] TO ENTER INTO A WINDOWED ENVIRONMENT.

                 | Option 1 | Diskettes
                 | Option 2 | Tape Cartridge

                      SUGGESTED BACKUP PROCEDURE

  DISKETTE:  A diskette backup, for a particular option should be performed
  just after data has changed within the system associated with that parti-
  cular option. For example, an Option 3 backup should be performed after
  transferring Daily Inop diskettes into the system. Another Option 3 after
  processing that data from the holding file AHO25D into the Inop files, etc.

  TAPE:  Perform a tape backup at COB daily.
```

Figure 10.3-2. Backup Files Screen.

e. The backup files process uses the Windows NT Backup utility. A message on the screen requires you to enter a window environment. Press [Alt-Enter]. The Backup Files screen will shrink and display over the Windows icon screen.

f. The Backup Files screen has four options, type of file backup (total file or selected file) to be performed and the media (tape cartridge or diskettes) that will be used for the backup. **Note:** Diskette backups can be made on either the server or the remote workstation. Tape backups can only be made on the server. Recommend all backups be performed on the server. Position the highlight on the desired option. Press [Ctrl-F1] to display a Backup Process screen (fig. 10.3-3).

```
Position Cursor on Desired Option. Press [Ctrl-F1]-Run [Ctrl-F4]-Exit [ESC]-Help
NO HELP AVAILABLE             BACKUP FILES                    UTI02F2A

          THIS PROCESS REQUIRES THAT YOU BE IN A WINDOWED ENVIRONMENT.
            PRESS [Alt-Enter] TO ENTER INTO A WINDOWED ENVIRONMENT.

                 | Option 1 | Diskettes
                 | Option 2 | Tape Cartridge

                      SUGGESTED BACKUP PROCEDURE

  DISKETTE:  A diskette backup, for a particular option should be performed
  just after data has changed within the system associated with that parti-
  cular option. For example, an Option 3 backup should be performed after
  transferring Daily Inop diskettes into the system. Another Option 3 after
  processing that data from the holding file AHO25D into the Inop files, etc.

  TAPE:  Perform a tape backup at COB daily.
```

Figure 10.3-3. Backup Process Screen.

g. Press the [Enter] key to select an option, and then press [Ctrl-F1] twice to display the Backup Option Menu (fig. 10-3-4).

```
Position Cursor on Desired Option. Press [Ctrl-F1]-Run [Ctrl-F4]-Exit
HELP AVAILABLE                    BACKUP FILES

                 Option 1    Backup All Data Files
                 Option 2    Backup Work Order Data
                 Option 3    Backup Inop Data
                 Option 4    Backup ORF File
                 Option 5    Backup Equipment Data
```

Figure 10.3-4. Backup Option Menu.

(1) Press the [Enter] key to select an option, and press [Ctrl-F1].

(2) Insert an initialized diskette. Press [Ctrl-F1] to select the Backup processes to run in figure 10.3-5.

```
                         BACKUP PROCESS

          A - Start Backup Process Now:
          B - Send Another Msg:
          C - Set Time For Backup To Start:  (Tape Only)
          D - Delete all Scheduled Backups:
          E - Exit without Backing Up:

Selection: [ ]
```

Figure 10.3-5. Backup Process Screen.

Legend for fig. 10.3-5:

A	Start Backup Process Now:	Begins the backup process.
B	Send Another Msg:	System notifies the server and remote that a backup process is to be initiated. The remote must logout.

C	Set Time For Backup To Start:	Tape backup can be scheduled to be initiated between the hours of 6 PM and 6 AM.
D	Delete all Scheduled Backups:	Deletes all scheduled backups.
E	Exit without Backing Up:	Exits the backup process and returns to the SAMS-2 Master Menu.

Figure 10.3-5. Backup Process Screen - continued.

h. A network message displays on the monitor of the server and remote (fig. 10.3-6). The message displays on top of an active screen in a windows environment. This message must be cleared before processing can continue. Press [Enter] or use the mouse to click OK until the warning message clears. **Note:** The remote must logout.

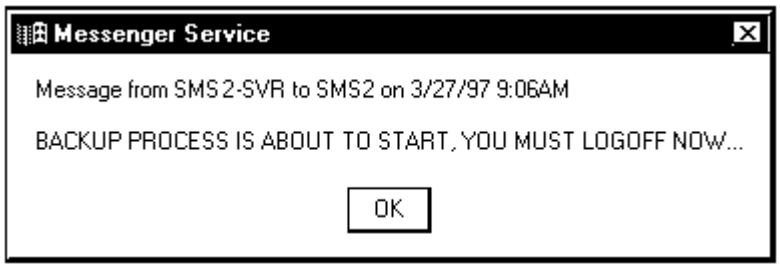


Figure 10.3-6. Backup Message (Backup to be Initiated).

i. Mount a tape cartridge or the first diskette, depending on the backup option to be performed.

j. After the message clears, enter the letter that corresponds to the backup selection to be initiated. The system begins the backup process.

k. Tape Backup

(1) A Windows Backup screen displays (fig. 10.3-7).

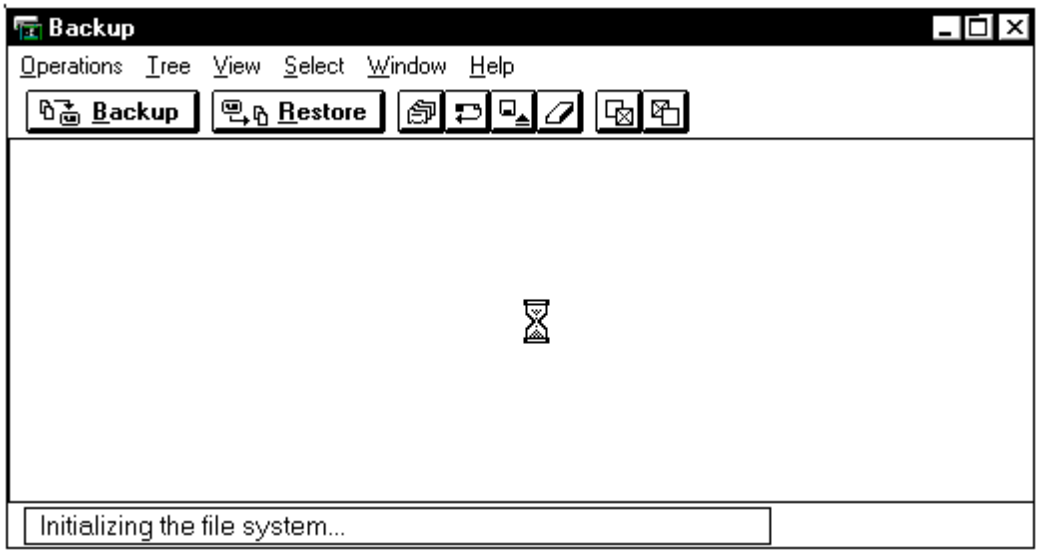


Figure 10.3-7. Windows Backup Screen.

(2) The system will initialize the files, check the tape cartridge, and after a short delay, displays a Backup Status screen (fig. 10.3-8). No action is required on the part of the operator. The system will automatically perform the backup.

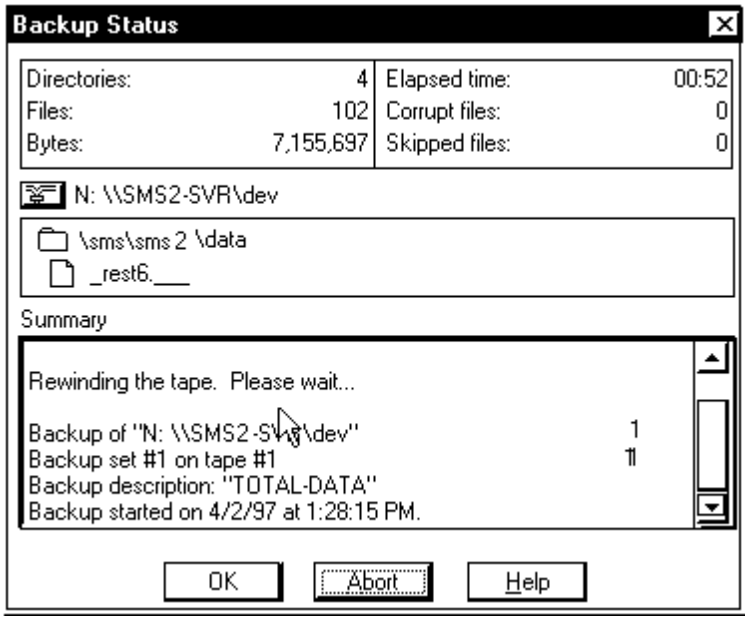


Figure 10.3-8. Backup Status Screen (example).

(3) A printout of the backed-up files are generated, when the process is completed.

(4) Once the backup is completed, the SAMS-2 Master Menu displays and a network message on the monitor of the server and remote that the backup has been completed (fig 10.3-9).

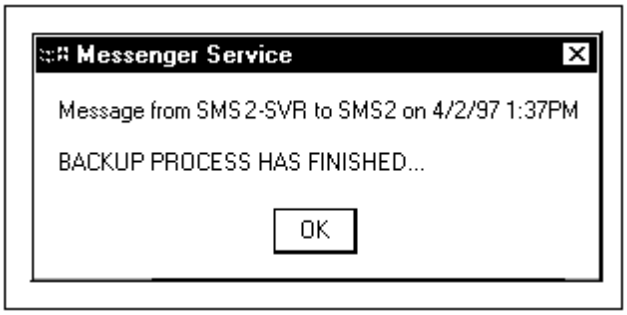


Figure 10.3-9. Backup Message (Backup Completed).

(5) This message must be cleared before processing can continue. Press [Enter] or use the mouse to click OK until it clears.

(6) To exit the windows environment, press [Alt-Enter].

l. Diskette Backup.

(1) When using diskettes, have plenty of initialized diskettes ready to use.

(2) The system will prompt, “Insert backup diskette 01 in drive A”. Insert the diskette and to press any key to continue. The system will prompt each time a new diskette is required (fig 10.3-10).

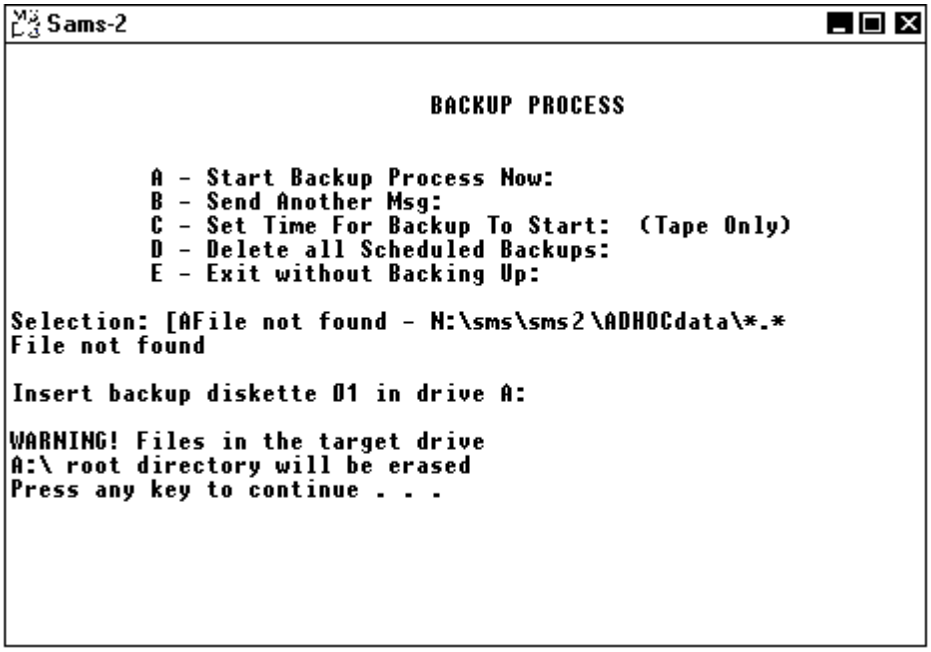


Figure 10.3-10. Backup Process Screen with Prompt.

(3) A printout of the back-up is generated when the process is completed.

(4) Once the backup is completed, the SAMS-2 Master Menu will display and a network message on the monitor of both the server and remote that the backup is complete (fig 10.3-9).

(5) This message must be cleared before processing can continue. Press [Enter] or use the mouse to click OK until it clears.

(6) To exit the windows environment, press [Alt-Enter].

m. If the first tape or diskette inserted fails, or if the diskette is not formatted, the prompt will appear asking that a valid media be inserted.

n. Tapes should be replaced after three years. They physically deteriorate over time, even in the best of storage conditions.

o. Always use a new or erased tape when performing unattended backup operations. If NT Backup has to skip over existing data or has trouble reading the tape, the backup operation will fail. If you are going to use a previously used tape, erase it first.

p. If an abort to the backup occurs before it is completed, the backup will not restore.

10.4 Restore Files. This process provides a convenient means to restore files that were copied through the backup files process. **Note:**. Diskette restore actions can be made on either the server or the remote workstation. Recommend all restores be performed on the server.

a. Select the Restore Files process on the File Utilities activity menu. Press [Ctrl-F1] twice to display the Restore Files screen (fig. 10.4-1).

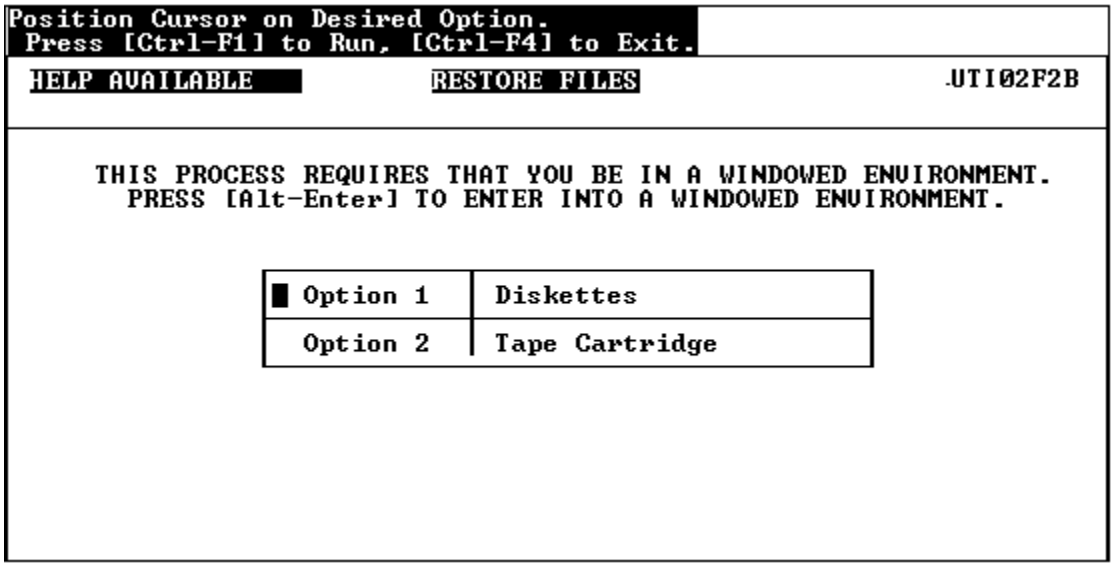


Figure 10.4-1. Restore Files Screen.

b. The restore files process uses the Windows NT Backup utility. A message on the screen requires you to enter a window environment. Press [Alt-Enter]. The Restore Files screen will shrink and display over the Windows icon screen.

c. Select a restore option 1 Diskettes and press [Ctrl-F1] to display the screen in figure 10.4-2.

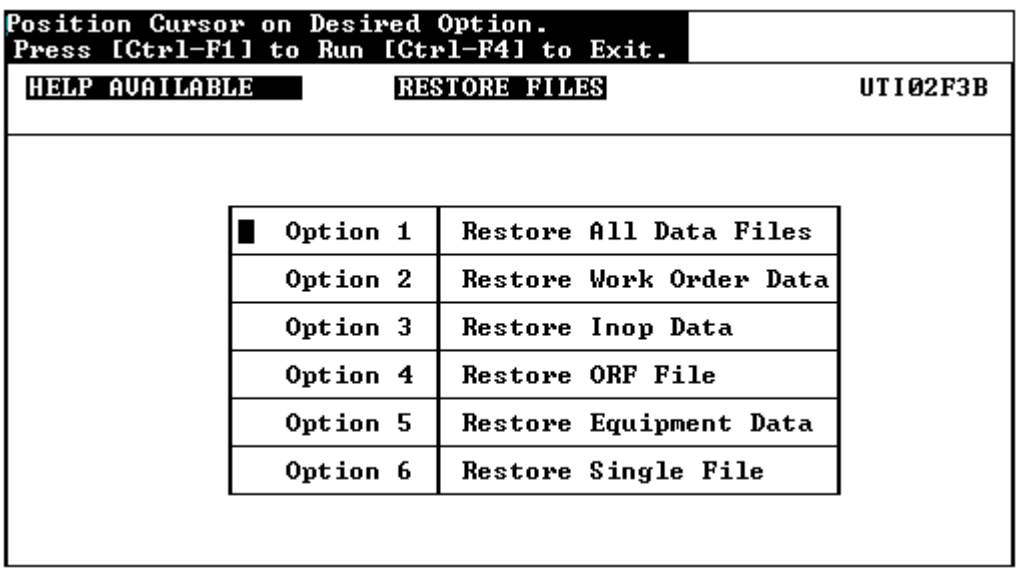


Figure 10.4-2. Restore Files Option Menu.

(1) Press the [Enter] key to move the cursor to an option and press [Ctrl-F1].

(2) To perform Option 1 using a tape backup, insert the tape cartridge and allow a minute for the tape to retense. Press [Ctrl-F1].

(3) To perform Option 1 (using a diskette backup), 2, 3, 4, or 5, insert the first diskette of a numbered series of diskettes.

(a) Allow the disk drive 3-5 seconds to come up to speed. Press [Ctrl-F1].

(b) When prompted, remove the diskette from the disk drive and insert the next numbered diskette in the series.

(c) Continue until all diskettes in the selected restore option have been read into memory.

(4) To perform Option 6, the system displays the screen in figure 10.4-3.

```
Position Cursor on Desired File.
 Press [Ctrl-F1] to Run, [Esc] to Exit.
                    SINGLE  FILE  RESTORE                UTI02F4B

 ......AHO01I   <IEF   >      ......AHO02I   <IEPF  >
 ......AHO03I   <DITE  >      ......AHO04I   <CWO   >
 ......AHO05I   <WWO   >      ......AHO06I   <WWOP  >
 ......AHO07I   <ICF   >      ......AHO08I   <MUF   >
 ......AHO09I   <TTF   >      ......AHO10I   <AUF   >
 ......AHO11I   <INOP  >      ......AHO12I   <LOOKUP>
 ......AHO131   <ECC   >      ......AHO14I   <UIC   >
 ......AHO15I   <EMF   >      ......AHO16I   <ATF   >
 ......AHO17I   <MRSA  >      ......AHO18I   <SWOT  >
 ......AHO19I   <CORR  >      ......AHO20I   <MMC   >
 ......AHO21I   <BN    >      ......AHO22I   <ECPS  >
 ......AHO23I   <EPF   >      ......AHO24I   <EMSF  >
 ......AHO25I   <ORF   >
```

Figure 10.4-3 Restore Single File Selection Menu.

(a) Press [Enter] to highlight the desired file.

(b) Press [Ctrl-F1].

(5) The remaining steps in performing the diskette restore process are the same regardless of whether the restore is a TOTAL FILES or SELECTED FILE.

(6) A Selection screen listing three options displays (fig. 10.4-4).

```
A - Start Restore Process Now:
B - Send another Msg to the Users:
C - Abort/Cancel Without Restoring:

Selection: [ ]
```

Legend for fig. 10.4-4:

A	Start Restore Process Now:	Begins the restore process.
B	Send another Msg to the Users:	System notifies the server and remote that a restore process is being initiated. The remote must logout.
C	Abort/Cancel Without Restoring:	Exits the restore process and returns to the SAMS-2 Master Menu.

Figure 10.4-4. Restore Selection Screen.

(a) A network message displays on the monitor of the server and remote (fig. 10.4-5). The message displays on top of an active screen in a windows environment. This message must be cleared before processing can continue. Press [Enter] or use the mouse to click OK until the message clears. **Note:** The remote must logout.

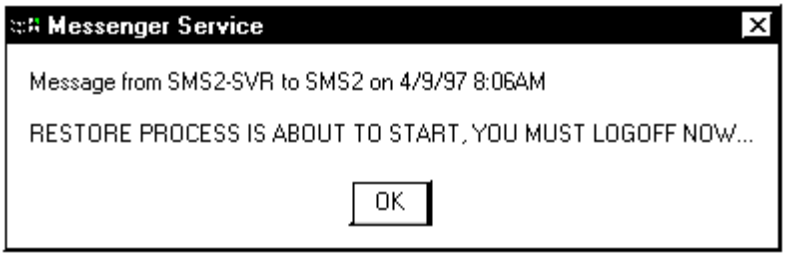


Figure 10.4-5. Restore Message (Restore to be Initiated).

(b) After the message clears, enter the letter [A].

(c) A system prompt requests mounting the first diskette. It will continue to prompt until completed.

(d) The SAMS-2 Master Menu displays. Press [Alt-Enter] to exit the window environment.

d. Select a restore option 2 Tape Cartridge and press [Ctrl-F1] to display the screen in figure 10.4-6.

```
Position Cursor on Desired Option. Press [Ctrl-F1] to Run, [Ctrl-F4] to Exit.
HELP AVAILABLE                RESTORE FILES                          UTI02F2B

          THIS PROCESS REQUIRES THAT YOU BE IN A WINDOWED ENVIRONMENT.
            PRESS [Alt-Enter] TO ENTER INTO A WINDOWED ENVIRONMENT.

                 | Option 1 | Diskettes
                 | Option 2 | Tape Cartridge
```

Figure 10.4-6. Tape Restore Information Screen.

(1) A Tape Restore Information screen displays (fig. 10.4-7).

```
Press [Ctrl-F1] to continue, [Esc] to Cancel, [Ctrl-F4] to exit.
L21100000                    TAPE RESTORE INFORMATION                  AHN07F3B

   WHEN THE WINDOWS RESTORE PROCESS HAS BEGUN DO THE FOLLOWING STEPS:

   1.  Select Tape (Double Click ICON, lower left corner)
   2.  Select Data Set of Data to Restore.
   3.  Select Restore.
   4.  Select OK.
   5.  Select Yes to all (For Replacement of existing files).
   6.  Select OK.
   7.  Exit Restore. (3 ways: a.  Double Click [X] in upper right hand corner
                              b.  Double Click Tape in upper left hand corner
                              c.  Select Operations from Menu Bar and exit)
   8.  Returns to Menu.

                       PRESS [Ctrl-Alt P] to print screen.
```

Figure 10.4-7. Tape Restore Information Screen.

(2) The screen lists the steps to follow to restore SAMS-2 files. To make a screen print press [Ctrl-Alt-P] or follow the steps in the figure. Press [Ctrl-F1].

(3) The system displays a selection screen listing three options (fig. 10.4-8).

```
        A - Start Restore Process Now:
        B - Send another Msg to the Users:
        C - Abort/Cancel Without Restoring:

   Selection: [ ]
```

Legend for fig. 10.4-8:

A	Start Restore Process Now:	Begins the restore process.
B	Send another Msg to the Users:	System notifies the server and remote that a restore process is being initiated. The remote must logout.
C	Abort/Cancel Without Restoring:	Exits the restore process and returns to the SAMS-2 Master Menu.

Figure 10.4-8. Restore Selection Screen.

(a) A network message displays on the monitor of the server and remote (fig. 10.4-9). The message displays on top of an active screen in a windows environment. This message must be cleared before processing can continue. Press [Enter] or use the mouse to click OK until the message clears. **Note:** The remote must logout.

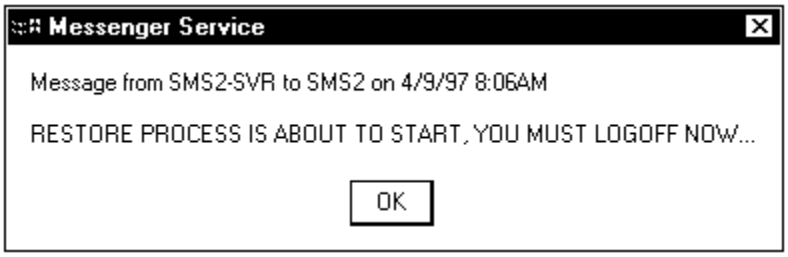


Figure 10.4-9. Restore Message (Restore to be Initiated).

(b) After the message clears, enter the letter [A]. The system displays the NT Backup screen (fig. 10.4-10).

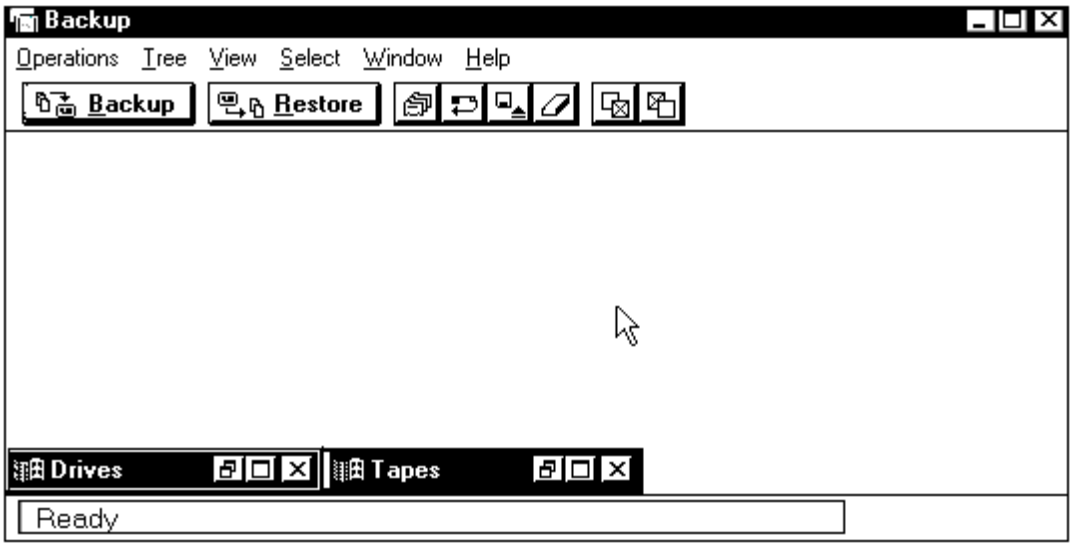


Figure 10.4-10. Windows Backup Screen.

(c) Using the mouse, double click the Tapes icon in the lower left hand portion of the backup screen. Insert the restore tape in the tape drive. The system reads the catalog that was created on the tape by the backup process. It displays the data on the Tapes screen as shown in figure 10.4-11.

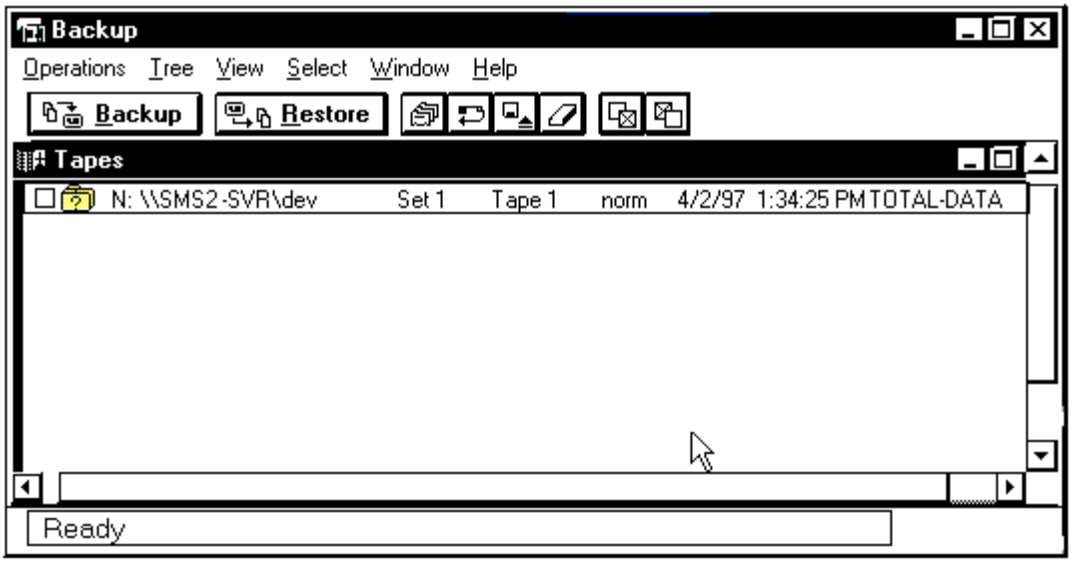


Figure 10.4-11. Windows NT Tapes Restore Screen (example).

(d) If the Restore process is ALL FILES (DATA OR ADHOC), use the mouse to click/select the check box. The drive and path will be highlighted and a “X” will appear in the box to the left of the suitcase icon(fig. 10.4-12).

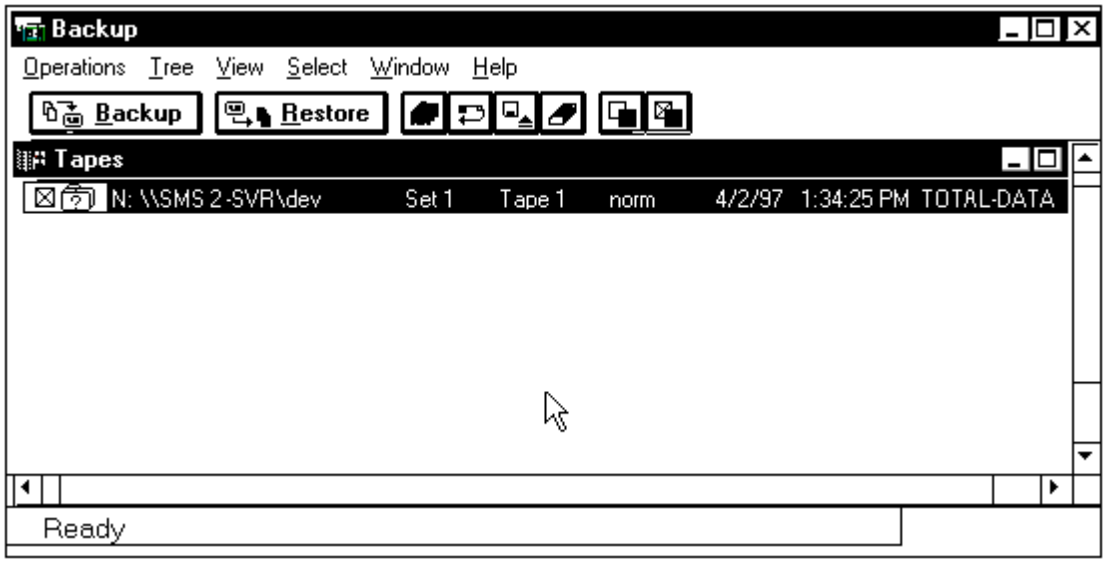


Figure 10.4-12. Windows NT Tapes Screen with Restore File Checked (example).

(e) If the Restore process is SELECTED DATA FILES, use the mouse to double click a backup file you want to restore. **Note:** Be careful, if the tape contains more than one backup, select the one (normally the latest) you want to restore.

1. A Tape Created screen displays identifying the date, type of backup and path of the backup selected. It displays files in an icon tree diagram that can be expanded. Click the plus (+) sign to expand the list of files and the minus (-) to collapse the list of files.(fig. 10.4-13).

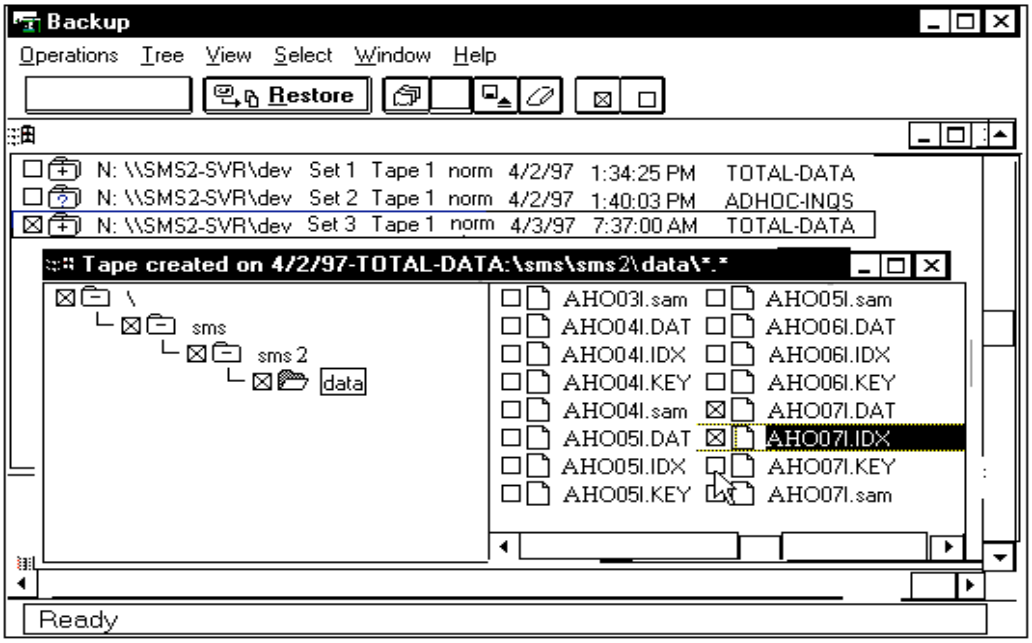


Figure 10.4-13. Example of a Selective File Restore.

2. The example shows the TOTAL-DATA backup created at 7:37:00 AM on 4/3/97 was selected (the X in the check box next to the suitcase icon). The Tape Created screen was then used to identify the specific files to be restored. The Customer Work Order file (AHO07I) that is located in the directory \sms\sms1\data. **Note:** In performing a selective restore, both the DAT (Data) and the IDX (Index) files must be selected.

(f) Once the file or files are selected, use the mouse to click the Restore button on the icon button bar of the Backup screen. A Restore Information screen displays (fig. 10.4-14).

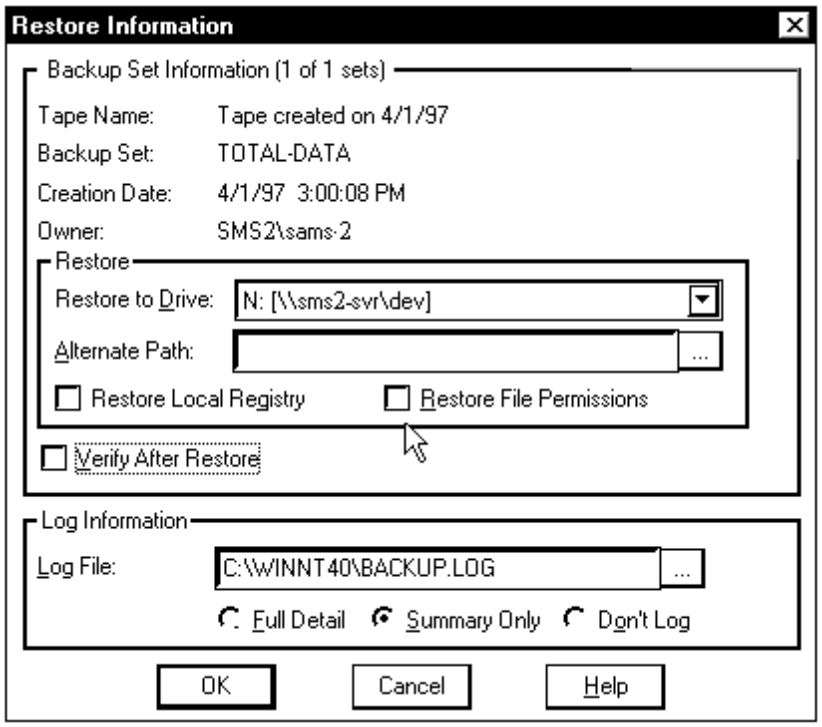


Figure 10.4-14. Restore Information Screen (example).

(g) Click the Verify After Restore option. This causes the system to repeat the process to verify that the data contained on the tape and the hard drive are the same. This procedure adds little time to the restore process.

(h) The system creates a log of the restore process. The log is contained in the log file displayed in the Log Information block of the Restore Information screen. You can select the extent of the information you want placed in the log, Full Details, Summary Details, or No Log. Recommend Summary Details be selected. Click OK to begin the restore process.

(i) A Restore Status screen displays. It contains a running summary of the restore process i.e., number of files restored, the bytes processed, time elapsed, and a message that the operation was successfully completed (fig. 10.4-15).

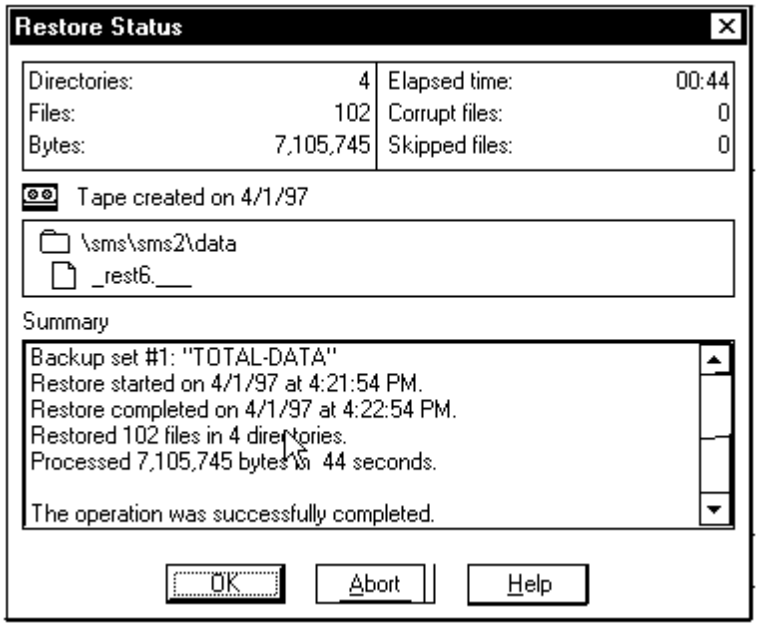


Figure 10.4-15. Restore Status Screen (example).

(j) Click the OK button. The NT Backup screen appears. To exit choose one of the following.

1. Click the X button in the upper right hand corner of the screen.

2. Select Operations from the screen menu bar and Exit from the drop-down menu.

(k) The SAMS-2 Master Menu displays. Press [Alt-Enter] to exit the window environment.

10.5 Compress Files.

a. This process is used to remove deleted records from the hard disk.

(1) When a record is deleted during processing, the system flags it so that it is ignored; it is not removed from the hard disk.

(2) A file with many deleted records wastes space on the hard disk by occupying more space than it requires for data storage. The Compress Files process reduces that waste by physically removing the deleted records from the data file.

(3) Files whose records are rarely or never deleted do not need to be compressed. It does not harm the file, but it is useless.

b. All other users must log off remote terminals before this process is performed.

c. Select Compress Files on the File Utilities Activity Menu screen. Press [Ctrl-F1] to display the screen in figure 10.5-1.

```
Press [Ctrl-F1] to continue or [Ctrl-F4] to exit.
                              SAMS-2 COMPRESS                          UTI03F1D

      THIS PROCESS ALLOWS YOU TO COMPRESS SELECTED ISAM DATASETS.
      THE COMPRESS PROCESS WILL REMOVE MALFORMED AND DELETED RECORDS.
      WHEN COMPRESS IS COMPLETED, THE ISAM DATASET WILL BE REORGANIZED.

            PLEASE HAVE ALL OTHER USERS LOGOFF THE SYSTEM.

            PRESS [Ctrl-F1] TO START COMPRESS PROCESS.

            OR

            PRESS [Ctrl-F4] TO EXIT.
```

Figure 10.5-1 Logout Alert Screen.

d. Logout the users terminal. Press [Ctrl-F1] to display the screen in figure 10.5-2.

```
Choose file and press [Ctrl-F1] or [Ctrl-F4] to end or [Esc].
DATE LAST COMPRESSED 03/21/97
                              SAMS-2 COMPRESS                          UTI03F2D
   *THIS PROGRAM WILL: REMOVE MALFORMED AND DELETED RECORDS, REMOVE BAD SPOTS,
    COMPRESS FILE, REORGANIZE FILE.
   *CHOOSE FILE NAME.

   AH001I - INOPERATIVE EQUIP            AH013I - ECC MASTER FILE
   AH002I - INOPERATIVE EQUIP PARTS      AH014I - UIC MASTER FILE
   AH003I - DAILY INOP XFER ERRORS       AH015I - EQUIPMENT MASTER FILE
   AH004I - COMPLETED WORK ORDER         AH016I - AMSS TRANSFER FILE
   AH005I - WEEKLY WORK ORDER            AH017I - MRSA WORK ORDER
   AH006I - WEEKLY WORK ORDER PARTS      AH018I - SAMS1/SAMS2 WORK ORDER XFER
   AH007I - INPUT CONTROL FILE           AH019I - DAILY INOP CORRECTIONS
   AH008I - MANPOWER UTILIZATION FILE    AH020I - SAMS2 MMC PARAMETER FILE
   AH009I - TURNAROUND TIME FILE         AH021I - SAMS2 BN PARAMETER FILE
   AH010I - ALL UP FILE                  AH022I - ECPS FILE
   AH011I - SAMS2 INOP TRANSFER          AH023I - EQUIPMENT PUBLICATION FILE
   AH012I - LOOKUP MASTER FILE           AH024I - EMSF MASTER FILE
   RESET  - INTERFACE ENVIRONMENT        AH025I - OPERATIONAL READINESS FLOAT
   *TO MOVE CURSOR: PRESS [RETURN], DOWN-ARROW, OR UP-ARROW.
```

Figure 10.5-2 Compress File Selection Screen.

e. Select a file to compress by moving the highlight to the file name. The system displays the date it was last compressed. If the status is not updated correctly or if the files are not correctly output to BLAST and deleting the entries in the Comm Monitor does not correct the problem The reset process will clear/delete all extraneous files in the Comm Monitor.

f. Press [Ctrl-F1]. The message line displays the number of good records the process will save and the number of malformed records it will remove. If the system encounters an error condition, the error message appears at the message line. If a malformed record is found, contact the senior operator.

g. Press [Ctrl-F1]. The system completes the Compress Files process and returns to the Compress screen. Press [Ctrl-F4] to exit.

10.6 Clean Up Hard Disk.

a. This process is used to remove unnecessary files from the hard disk. It provides a clean up process that removes unwanted files (e.g. OLD, TS, TMP, etc.).

b. All other users must log off users terminals before this process is performed.

c. Select Clean Up Hard Disk on the File Utilities Activity Menu screen. Press [Ctrl-F1] to display the screen in figure 10.6-1.

d. Press [Ctrl-F1] to execute, [Ctrl-F4] to exit.

```
Press [Ctrl-F1] to continue or [Ctrl-F4] to exit.
                    SAMS-2 FILE CLEANUP
                                                    UTI02F1P
   THIS PROCESS WILL CLEANUP THE HARD DISK OF UNNECESSARY FILES.
   THESE FILES, IF NOT REMOVED PERIODICALLY, WILL EFFECT DISK STORAGE
   AND SYSTEM PERFORMANCE.

   WHEN EXECUTED, THE PROCESS WILL DELETE ALL TEMPORARY (.TMP), FILES.

            Press [Ctrl-F1] To Execute, [Ctrl-F4] To Exit
```

Figure 10.6-1 File Cleanup Screen.

10.7 ASCII File Extract.

a. This process reads the selected SAMS-2 data files and converts them from the present Random Sequential Access Method (RSAM) format to American Standard Code for Information Interchange (ASCII) format.

b. The process will write the converted file to MSDOS formatted diskettes. If needed, the process will span multiple diskettes for individual files. Press [Ctrl-F1] to display the screen in figure 10.7-1.

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
HELP AVAILABLE          SAMS-2 ASCII EXTRACTION                    UTI02F1Q

  *THIS PROGRAM WILL: EXTRACT THE SELECTED DATA FILE(S) INTO AN ASCII FORMAT
     AND WRITE TO MSDOS FORMATTED DISKETTES.
  *SELECT THE FILE(S) YOU WISH TO EXTRACT BY PLACING AN 'X' IN THE FIELD
     CORRESPONDING TO THE FILE NAME.
  AHO01I - INOPERATIVE EQUIP              AHO13I - ECC MASTER FILE
  AHO02I - INOPERATIVE EQUIP PARTS        AHO14I - UIC MASTER FILE
  AHO03I - DAILY INOP XFER ERRORS         AHO15I - EQUIPMENT MASTER FILE
  AHO04I - COMPLETED WORK ORDER           AHO16I - AMSS TRANSFER FILE
  AHO05I - WEEKLY WORK ORDER              AHO17I - MRSA WORK ORDER
  AHO06I - WEEKLY WORK ORDER PARTS        AHO18I - SAMS1/SAMS2 WORK ORDER XFER
  AHO07I - INPUT CONTROL FILE             AHO19I - DAILY INOP CORRECTIONS
  AHO08I - MANPOWER UTILIZATION FILE      AHO20I - SAMS2 MMC PARAMETER FILE
  AHO09I - TURNAROUND TIME FILE           AHO21I - SAMS2 BN PARAMETER FILE
  AHO10I - ALL UP FILE                    AHO22I - ECPS FILE
  AHO11I - SAMS2 INOP TRANSFER            AHO23I - EQUIPMENT PUBLICATION FILE
  AHO12I - LOOKUP MASTER FILE             AHO24I - EMSF MASTER FILE
                                          AHO25I - OPERATIONAL READINESS FLOAT
  *TO MOVE CURSOR: PRESS [RETURN], DOWN-ARROW, OR UP-ARROW.
```

Figure 10.7-1 ASCII File Extract.

10.8 Global UIC Modify/Delete.

a. This process is used to delete or modify records when a SAMS-1 is removed from its current organizational structure or changes its UIC. The UIC to be changed/deleted must exist on the UIC Master File. Perform this process before making changes in the UIC Master File.

b. The process automatically changes the SAMS-1 UIC or deletes records in the Weekly WO File (AHO05I), Weekly WO Parts File (AHO06I), and Manpower Utilization File (AHO08I). It also allows a new UIC to be added to the UIC Master File.

c. Select Global UIC Mod/Del on the File Utilities Activity Menu screen. Press [Ctrl-F1] twice to display the screen in figure 10.8-1.

```
Enter parameters; press [Ctrl-F1], or [ESC]; [Ctrl-F4] to exit.
NO HELP AVAILABLE                SUPPORT UIC                        UTI02F2M
                            GLOBAL MODIFY/DELETE

  THIS PROCESS WILL MODIFY OR DELETE MUF (AHO08I), WWO (AHO05I) AND WWOP
  (AHO06I) FILE RECORDS AS FOLLOWS:

  WHEN A SUPPORT UIC CHANGE IS REQUIRED, THE NEW UIC MUST BE ENTERED AND
  MUST HAVE A RECORD ON THE UIC MASTER FILE (AHO14I).  THE PROCESS WILL
  THEN CHANGE THE WORK ORDER NUMBERS IN THE OPEN WORK ORDER (AHO05I) AND
  OPEN WORK ORDER PARTS (AHO06I) FILES, AND THE SUPPORT UIC FOR EACH RECORD
  IN THE MUF (AHO08I) FILE.

  A DELETE OF A SUPPORT UIC WILL REMOVE RECORDS FROM AHO05I, AHO06I AND
  AHO08I FILES.  RECORDS FOR CHANGED OR DELETED UIC'S WILL NOT BE REMOVED
  FROM THE UIC MASTER FILE (AHO14I).

                 UIC TO BE CHANGED/DELETED:

                 NEW UIC: (For UIC Changes Only)
```

Figure 10.8-1 Global UIC Modify/Delete Screen.

d. Enter the UIC to be changed or deleted. Press [Ctrl-F1] to display a modify/delete function key set.

(1) To delete a UIC, press [F10]. Press [Ctrl-F1] twice.

(a) The system deletes the records on the WWO (AHO05I), WWOP (AHO06I), and MUF (AHO08I) and displays the number of records deleted.

(b) Press [Enter]. The system reorganizes the files and returns to the SAMS-2 Master menu.

(2) To modify a UIC, press [F7]. Enter the new UIC and press [Ctrl-F1].

(a) If the new UIC is on the UIC Master File, see (d) below.

(b) If the new UIC is not on the UIC Master File, press [Ctrl-F1] as prompted to display the UIC Master Add screen (fig. 10.8-2).

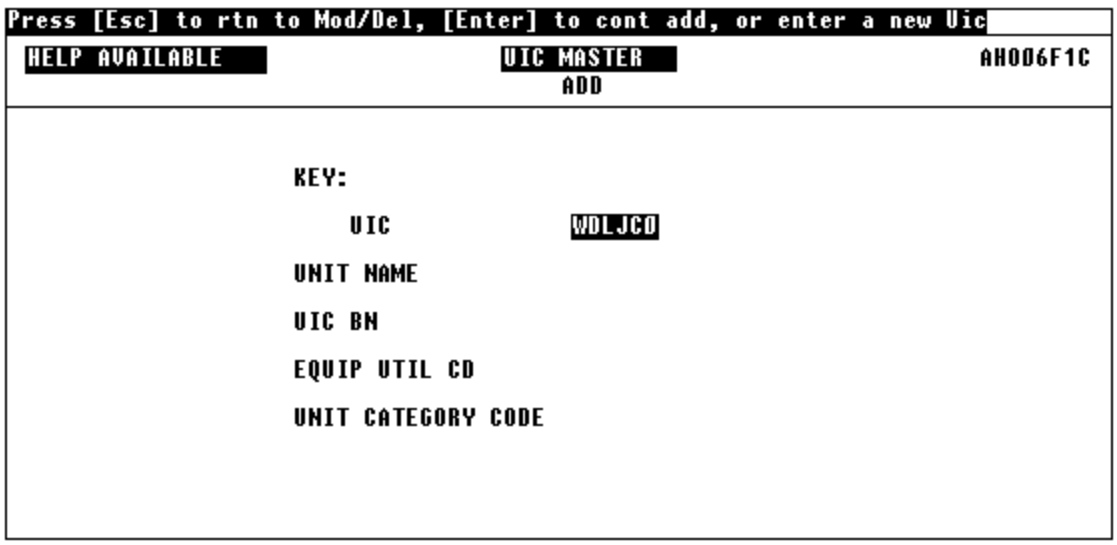


Figure 10.8-2 UIC Master Add Screen.

(c) Enter the data. (See UIC Master File in section 9 for details.) Press [Ctrl-F1] twice to add. Press [Esc] to return to the Global UIC Modify/Delete screen. Press [Ctrl-F1] to continue.

(d) The system changes the records on the WWO (AHO05I), WWOP (AHO06I), and MUF (AHO08I) and displays the number of records changed. Press [Enter]. The system reorganizes the files and returns to the SAMS-2 Master Menu.

e. Go to the UIC Master File and delete the old UIC master record if necessary.

10.9 Computer System Status. The processes contained in this section report the status of the computer system and provide instructions on Logout and Shut Down procedures.

a. Printer Status.

b. Logout.

c. Shut Down.

10.10 Printer Status.

a. The printer status process uses the print server of the Windows NT Operating System to control, monitor, and direct the system's printer. **NOTE:** All printer status actions must be accomplished from the server. While the remote workstation can access the printer status window (fig. 10.10-4), it will be blank. The remote cannot perform any management of the system printer queue.

b. Select Printer Status from the Computer System Status menu. Press [Ctrl-F1] to display the Printer Status Information screen figure 10.10-1.

```
Press [Ctrl-F4] to exit, [Ctrl-Atl P] to print screen.
L21100000                PRINTER STATUS INFORMATION                AHN07F1M

      TO CHECK PRINTER STATUS, CANCEL A PRINT REQUEST, OR TO DELETE PRINT
      REQUEST(S) DO THE FOLLOWING STEPS:

      1.  PRESS [Alt-Enter] TO ENTER INTO A WINDOWED ENVIRONMENT.
      2.  Select Start from lower left corner.
      3.  Select Settings.
      4.  Select Printers.
      5.  Double-Click your default System Printer.
      6.  This is your System Printer Status Que.  All modifications can be
          done from the Menu Bar.
      7.  Note:  When done making modifications, press [Alt-Enter] to return
          to a full windowed environment.

                        PRESS [Ctrl-Alt P] to print screen.
```

Figure 10.10-1. Printer Status Information Screen.

c. Press [Alt-Enter] to enter a window environment. The Printer Status Information screen will shrink and display over the Windows icon screen. **NOTE:** The mouse is active in the windows environment.

d. Use the mouse button to select Start in the lower left hand corner of the screen. A Windows NT Workstation menu displays. Select Settings and Printers from the menu figure 10.10-2.

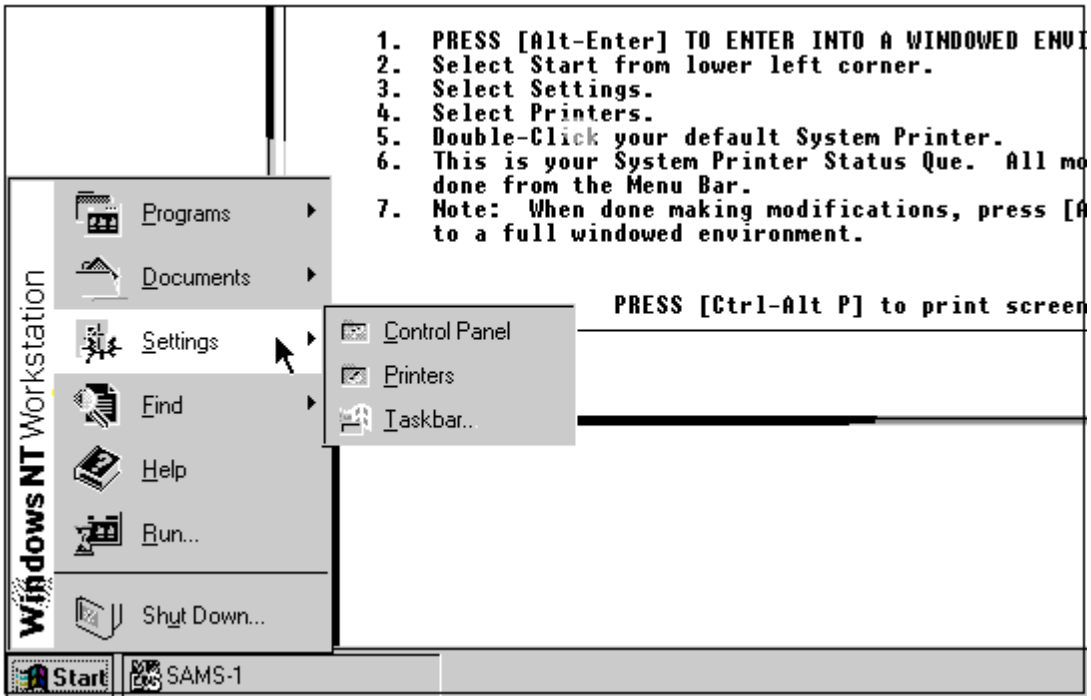


Figure 10.10-2. Windows NT Menu Screen.

e. The system displays a Printers Dialog Box figure 10.10-3. Select the default printer. In the example, the default printer is dot1.

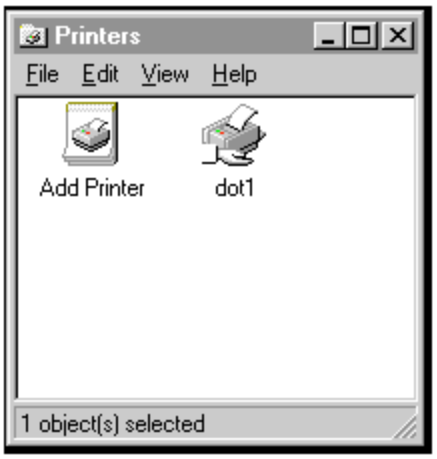
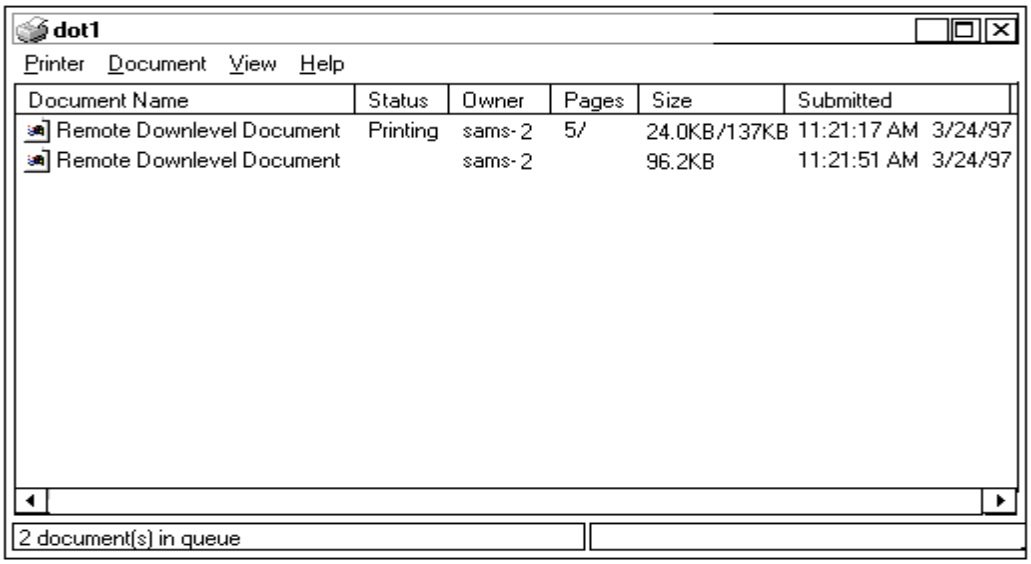


Figure 10.10-3. Windows NT Printer Selection Screen.

f. The Printer Status screen displays for the selected printer figure 10.10-4.

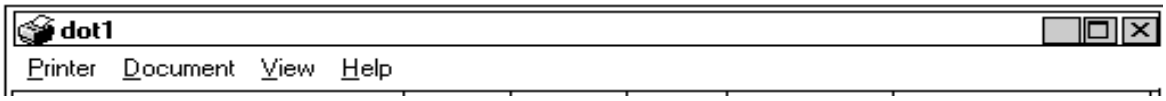


Legend for fig. 10.10-4:

COLUMN HEADING	DESCRIPTION
Document Name	Lists the documents in the print queue. Print request generated by the Server, will be listed as No Document Name. Print request generated by the Remote, will be listed as Remote Downlevel Document.
Status	The current Status of the print request: Spooling, Printing, Paused, Deleting, or blank. If the space is blank, the document is waiting to be printed.
Owner	The system enters SAMS-2.
Pages	The number of pages to be printed.
Size	The size of the document in Kilobytes.
Submitted	The time and date the print request was generated.

Figure 10.10-4. Printer Status Screen.

g. Control and direction of the system printer is accomplished by selecting commands from the menu on the Printer Status screen. The table at figure 10.10-5 provides an explanation of the printer menu headings and the drop-down menu commands they display.



Legend for fig 10.10-5:

MENU HEADING	COMMAND	EXPLANATION
Printer	Pause Printing	Stops sending data to the printer. The printer will stop printing once the data in the buffer has been printed.
	Set As Default Printer	Designates the current printer as the Default printer.
	Document Defaults	Sets the document defaults i.e., paper source, paper size, font quality, etc.
	Sharing	Designates the printer for sharing.
	Purge Print Documents	Deletes all documents in the queue.
	Properties	Allows printer properties to be set.
	Close	Exits the printer status window.
Document	Pause	Stops sending data to the printer. The printer will stop printing once the data in the buffer has been printed.
	Resume	Begins sending data to the printer after a pause has been initiated. Printing picks-up where the pause was initiated.
	Restart	Begins sending data to the printer after a pause has been initiated. Printing will start at the beginning of the document.
	Cancel	Deletes the highlighted document from the queue.
	Properties	Allows printer properties to be set.

Figure 10.10-5. Printer Commands

MENU HEADING	COMMAND	EXPLANATION
View	Status Bar	Displays a status bar at the bottom of the

Help		Printer Status Screen, (See figure 10-10-4). Displays Windows NT Help.

Figure 10.10-5. Printer Commands - continued.

h. To exit, close the Printers Status screen. Use the mouse to select Printer and Close from the menu or click the X button on the top right corner of the Printer Status screen.

i. Close the Printer screen. Select File and Close from the menu or click the X button.

j. Press [Alt-Enter] to exit the window environment.

k. Follow the prompt, press [Ctrl-F4] to return to the SAMS-2 Master Menu.

10.11 Logout. The Logout procedure ends the SAMS-2 application and returns the user to the Windows NT operating system. Select Logout on the SAMS-2 Master Menu. Press [Ctrl-F1] to return to the Windows NT icon Screen.

10.12 Shut Down Procedures.

CAUTION

Never power down or reset the computer until it has been properly Shut Down. Unless properly Shut Down, the system will likely lose data. Simply logging off is not enough. Full Shut Down procedures must be followed before turning off the power or pressing the reset button.

a. At the Windows NT icon screen, select Start and Shut Down (figure 10.12-1).

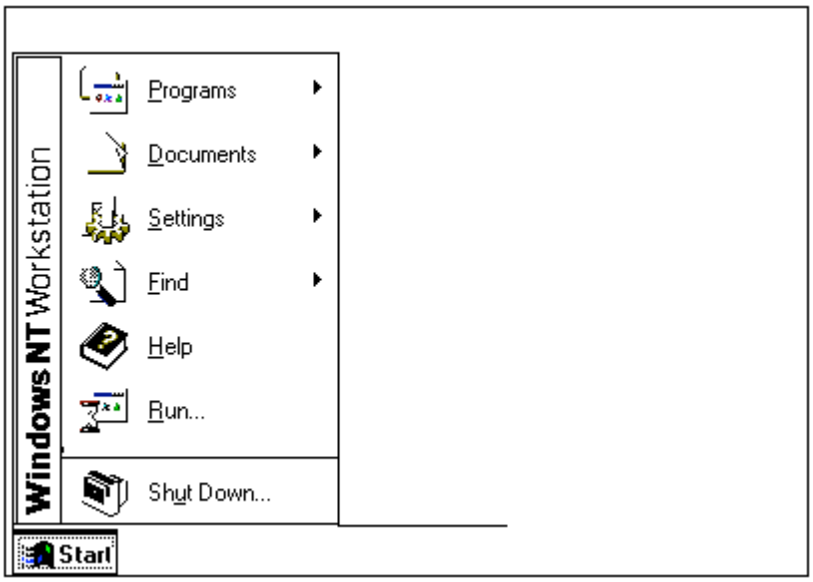


Figure 10.12-1. Windows NT icon Screen.

b. Prior to beginning shut down procedures, the system will ask you to confirm shut down by displaying a Shut Down Window (figure 10.12-2).

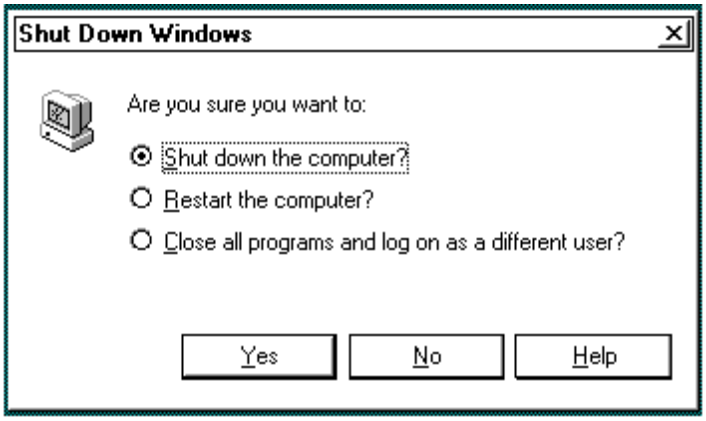


Figure 10.12-2. Windows NT Shut Down Windows.

c. The window lists three options, select the option and Yes. Windows NT will perform an orderly shut down of the operating system to include flushing cached information on the disk.

d. When the system has completed its shut down, it displays the following message, "**It is now safe to turn off your computer**".

e. Power down the computer.

SECTION 11. COMMUNICATIONS ACTIVITY

11.1 Communications.

NOTE: All communications processes must be done from the server. Failure to observe this precaution can result in corrupted files and a loss of valuable system time

a. The communications activity provides the SAMS-2 user the ability to send and receive data files over military or commercial telephone lines. SAMS-2 uses the Blocked Asynchronous Transmission (BLAST) protocol to communicate with other computers. BLAST has three modes of operation:

(1) BLAST Point-to-Point - a direct connection between personal computer/non-developmental item (PC/NDI) systems. It operates through a communications connection between two systems. The connection can be made through a modem or a Tactical Terminal Adapter (TTA). The TTA is used with Mobile Subscriber Equipment (MSE). BLAST can be used in garrison or a tactical situation. BLAST operates in the foreground (the SAMS-2 system cannot be used for other work while BLAST is operating).

(2) BLAST Concentrator - a connection between personal computer/non-developmental item (PC/NDI) systems made through a Concentrator. The connection can be made through a modem or a Tactical Terminal Adapter (TTA). The concentrator is capable of holding data files for subsequent transmission. BLAST Concentrator operates in the foreground. **Note:** BLAST Concentrator has limited use because it is located at only a few Army Installations. Check with your local Telecommunication Agency.

(3) CAISI BLAST (also referred to as Mid-Term CAISI) - a connection between personal computer/non-developmental item (PC/NDI) systems made thru CAISI devices. CAISI is a part of a tactical communications capability. It can use a hardwire connection, a connection through a Mobile Subscriber Equipment (MSE) or a connection through a standard phone system. A maximum of two CAISI devices must be used to communicate i.e., SAMS-2 to a CAISI device; a communications network or phone line; CAISI device to a SAMS, ULLS, or SARSS system. CAISI is not capable of holding/storing data files. It is a real time data transmission capability, that operates in the foreground.

b. The Comm Monitor maintains status information on communication transfers.

c. Parameters for communication transfers are maintained on the Update Supported User Parameters Files (section 8) and the communications configuration file of this section. These parameters are used by the system to create the label information for transfers. Ensure that these parameters are set correctly.

11.2 BLAST Point-to-Point.

a. BLAST Point-to-Point (PtP) is used to communicate with ULLS-G, ULLS-A, SARSS-1 (I) (NDI), SARSS-1 (O), SAMS-I/TDA, SAMS-1, and other SAMS-2 systems.

b. BLAST's send and receive processes are called BLAST PtP Originate and BLAST PtP Answer.

c. Make sure a telephone line is connected to the computer’s internal modem.

11.2.1 BLAST Point-to-Point Originate.

a. BLAST PtP Originate takes output files from the comm queue, dials the intended receiver and transmits the files. If the receiver has files for the sender, they are transmitted before the connection is terminated.

b. Select the BLAST PtP Originate process on the Communications activity menu. Press [Ctrl-F1].The system displays a Files Queued Files to Send screen (fig. 11.2-1).

```
Output Files Queued: 3
      Files To Send: 1
```

Figure 11.2-1 Files Queued Files to Send Screen

c. The Files Queued Files to Send screen identifies the files that are awaiting transfer. After a short delay, the system displays the BLAST Point-to-Point Answer screen (fig. 11.2-2). A number of message prompts will be displayed on the screen as BLAST prepares to make a data transfer. Some examples of the messages are, executing script file:, Loading Configuration File, Beginning Point to Point File Transfer, and Dialing ###.

```
ATE1VQOX2
OK
ATDT44911
CONNECT 9600
```

Figure 11.2-2. BLAST Point-to-Point Originate Screen.

d. Once telephonic contact is made, file transfer will begin automatically. The status of the transfer is displayed on the BLAST Transfer Screen (fig. 11.2-3).

```
. local ..............................  opt ........ % xfer .... file size ........ byte cnt ......ln quality . .   1
S:  N:\SMS\OVW\INTERFAC\OUTPU      o          100 %        4352            4352            good  (00)   2
R:  <idle>                                                                                  good  (00)
.......................................................................  <HELP> . .      <CANCEL>
 ..................... <<Entering BLAST Transfer Mode>> ..................................

**** BTOS BLAST II 8.4.4 on remote system [uov] ***
_s_BEGIN:    SEND AHN4AD 001757448176
_s_SIC:L21
_s_FILE_ID:AHN4AD
_s_DEST_ID:WM4DR0                                                                                  3
_s_SOURCE_ID:WM4DRA
_s_FILE_SPEC:[!Sys}<COMM>AHN4AD.WM4DRA.11/15/88 10:30:56
_s_DEST_SPEC:DESTNAME.F
_s_DEST_ADDR:360
_s_TRANSFER_MODE:0
_s_END:
```

Figure 11.2-3. BLAST Transfer Screen (example).

Legend for fig. 11.2-3:

REF NO	DESCRIPTION
1	The current transfer. The status of the transfer is shown in the columns % xfer, file size, byte cnt, and In qual
2	S identifies files being sent; R identifies files being received.
3	The complete file specification, sender UIC, receiver UIC, and file ID.

Figure 11.2-3. BLAST Transfer Screen - continued.

e. Once all files or all comm queues in the queue are transmitted, the system will check the receiver's queue to see if any files are awaiting transfer. Files awaiting transfer will be transmitted before the connection is terminated.

f. Blast Point-to-Point Originate can be used to make an inquiry of another BLAST equipped system to see if any files need to be transferred. **Note:** Since BLAST operates in the background on SARSS-1, files to be transferred can be placed in a queue by the SARSS unit to await a SAMS-2 inquiry.

g. To make an inquiry, perform the BLAST Point-to-Point Originate procedure described above. The system will recognize that no files are queued for transfer. It will display a BLAST Transfer screen with a prompt line asking for the telephone number of the unit to whom the inquiry is directed (fig 11.2-4).

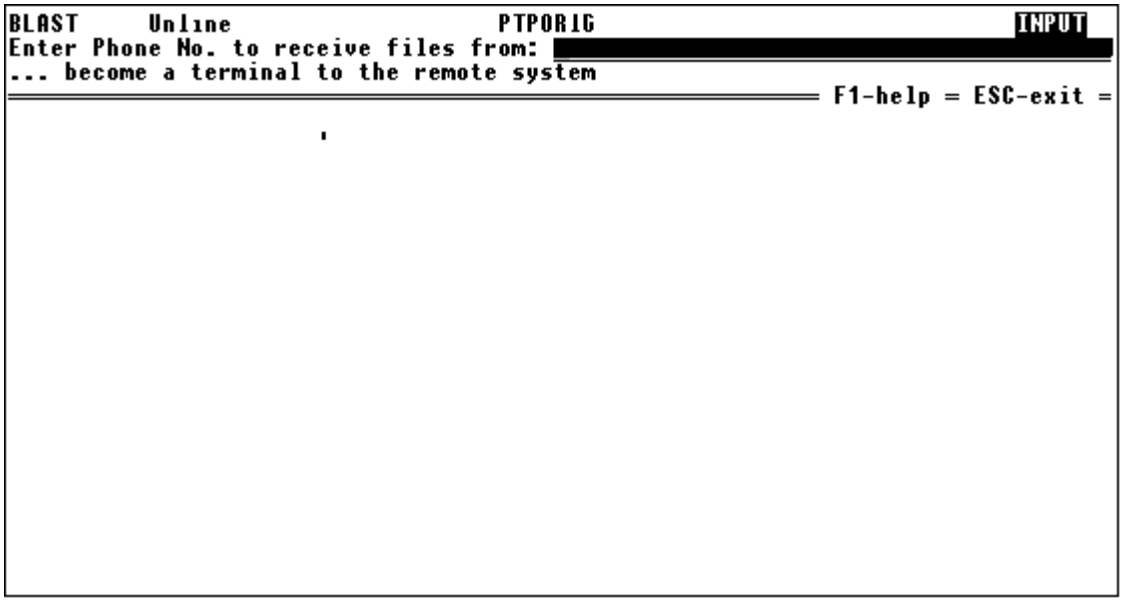


Figure 11.2-4. BLAST Inquiry Screen.

h. The system will initiate telephonic contact, make a query of the system to see if any files are queued for transmittal. Files that are queued for transfer will be received.

i. Press [Ctrl-B] to exit BLAST Point-to-Point Originate procedures and return to the SAMS-2 Master menu.

11.2.2 BLAST Point-to-Point Answer.

a. BLAST PtP Answer checks the comm queue for output files and waits for another system to call. When a call is received, the calling system will transmit its files. Once the calling system's files have been received, the files in the comm queue will be sent.

b. Select BLAST PtP Answer process on the Communications activity menu. Press [Ctrl-F1].

c. The Files Queued Files to Send screen identifies the files that are awaiting transfer. After a short delay, the system displays the BLAST Point-to-Point Answer screen (fig. 11.2-5).

```
ATE1V1Q0X2
OK
ATS0=1
OK
```

Figure 11.2-5. BLAST Point-to-Point Answer Screen.

d. SAMS-2 will remain in a waiting mode. As contact is made by other systems, SAMS-2 will accept file transfers until the BLAST Point-to-Point Answer mode is exited.

e. Press [Ctrl-B] to exit BLAST Point-to-Point Answer procedures and return to the SAMS-2 Master menu.

11.3 COMM Monitor.

a. COMM Monitor has two processes, Display Queue and Update CCF.

(1) The Display Queue process accesses the BLAST queue and displays the status of transfers.

(2) The Update CCF process is not normally used in SAMS. Entries can be built in the CCF and added to the queue for transmission.

b. Select the Comm Monitor process on the Communications activity menu. Press [Ctrl-F1] to display the Display Queue screen (fig. 11.3-1).

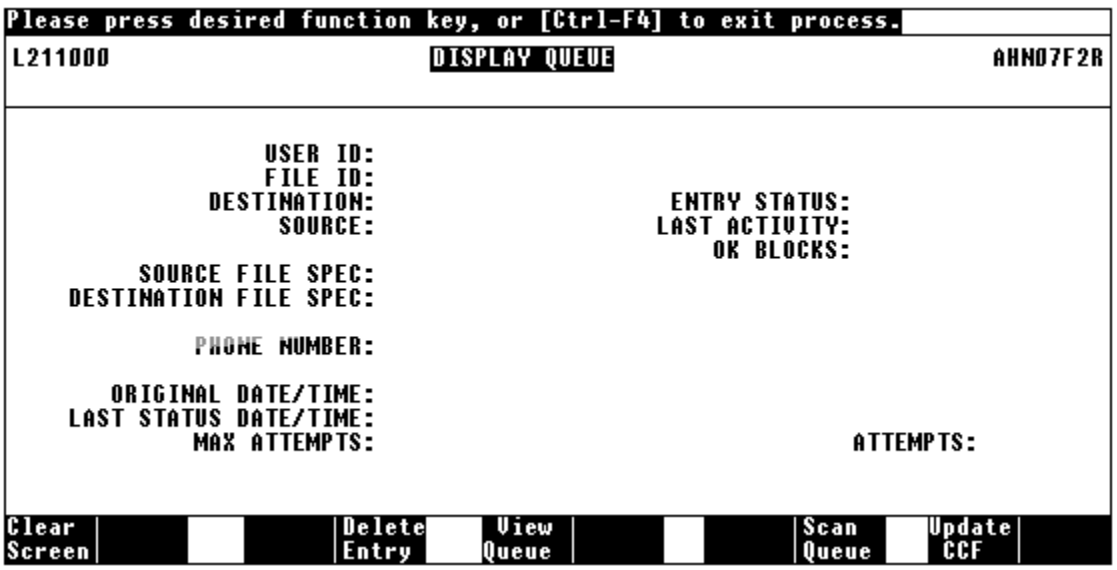


Figure 11.3-1. Display Queue Screen.

c. Press [F-8] to display the Display Queue window listing comm transfers in the queue (fig. 11.3-2).

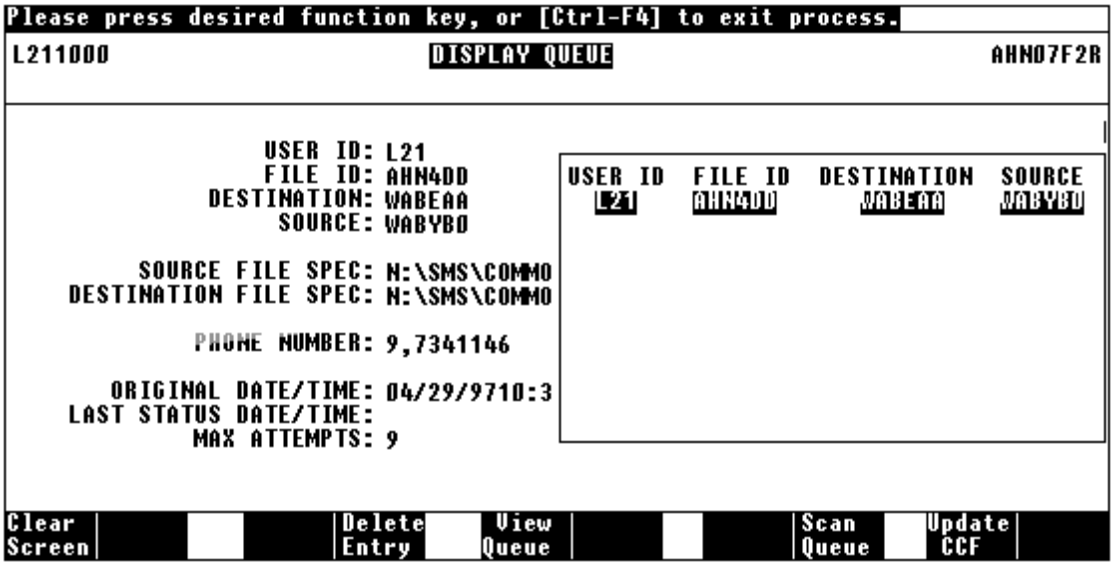


Figure 11.3-2. Display Queue Screen with Window (example).

d. To view the queue entry press [F5] View Queue (fig. 11.3-3).

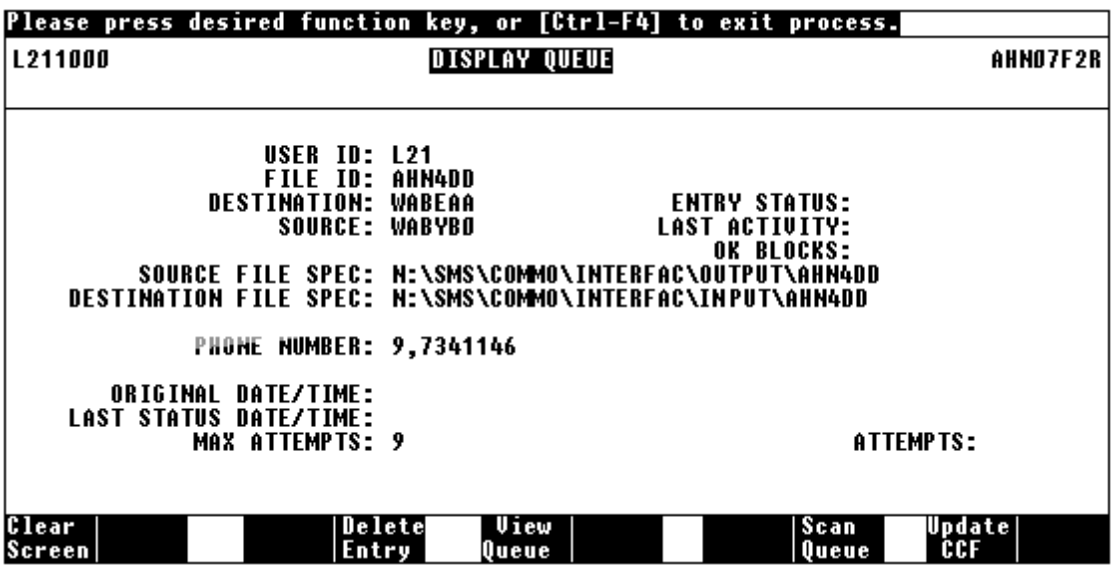


Figure 11.3-3. Display Queue Screen (completed) (example).

Legend for fig. 11.3-3:

FIELD NAME	DESCRIPTION
Key: USER ID	A 3-character field that identifies the user.
FILE ID	A 6-character field that identifies the file.
DESTINATION	The UIC or DODAAC of the receiving unit.
SOURCE	The UIC or DODAAC of the sending unit.
SOURCE FILE SPEC	Full path and name of the file to be sent
DESTINATION FILE SPEC	Full path and name of the file that will receive the data.
PHONE NUMBER	Enter in the Diskette/Comm Parameters File
ORIGINAL DATE/TIME	The first time the system attempted to send the file.
LAST STATUS DATE/TIME	Last reported activity in Date Time format.
MAX ATTEMPTS	Entered or changed in the Diskette/Comm Parameters File. Defaults to 20; can be changed to 1 thru 999.
ENTRY STATUS	See figure 11.3-5.
LAST ACTIVITY	See figure 11.3-6.
OK BLOCKS	The number of blocks transmitted. Updated every 10 blocks during transmission. At the end of transmission it contains the number of blocks actually sent or received.
ATTEMPTS	The number of attempts made trying to transmit.

Figure 11.3-3. Display Queue Screen (completed) (example).

e. The function keys on the Display Queue screen are used as shown in figure 11.3-4.

KEY	FUNCTION	
F-1	Clear Screen	Removes all entries from the screen.
F-4	Delete Entry	Removes the displayed queue entry. Active entries cannot be removed.
F-8	Scan Queue	Displays a window listing all entries in the queue. (See figure 11.3-2.)
F-9	Update CCF	Displays the Update CCF screen. (Not used in SAMS-2.)

Figure 11.3-4. Display Queue Screen Function Key Set.

f. Status Reporting Values. There are two types of status recorded in a queue entry: Entry Status and Last Activity. Entry Status values are listed in figure 11.3-5. Last Activity values are listed in figure 11.3-6.

CATEGORY	VALUE	MEANING
Active	Active	Identifies the entry which is being sent or received.
Eligible	Blank	Identifies an untried entry.
	Retry	Identifies an entry which has been attempted at least once but which was not successfully sent. Retry entries are caused by failed attempts at establishing a connection or by failures during transmission.
	Partial	Identifies an entry which was only partially received.
Terminal	Sent	Identifies an entry which has been successfully sent.
	Received	Identifies an entry which has been successfully received.
	Failure	Identifies an entry which was not successfully sent.

Figure 11.3-5. Entry Status Values.

VALUE	MEANING
ChkFile	Identifies an entry for which the source or destination file could not be accessed.
TooLate	Identifies an entry which contained a date and time earlier than the last time it was selected for transmission. The Last Status D/T field will show the last time it was selected for transmission.
MaxTry	Identifies an entry for which all attempts at transmission have been exhausted.
Request	Identifies an entry created as the result of a request for a file. Its entry status will show blank (untried).
Dialing	Self-explanatory.
Xmitting	Self-explanatory.
Recving	Self-explanatory.

Figure 11.3-6. Last Activity Values.

g. SAMS-2 deletes the holding file from the COMM directory and the queue entry once the output (diskette or communications) is completed. The output cannot be recreated once the holding file is deleted. The only way to send the data again is retransmit. Retransmit can be accomplished using the backup diskette created in the Interface process.

11.4 CAISI BLAST. CAISI BLAST is a tactical communications capability used to communicate with ULLS-G, ULLS-A, SARSS-1 (O), SAMS-1 and other SAMS-2 systems. The capability consists of the SAMS-2 system connected to the CAISI device via a direct hardwire or thru a phone line. CAISI is primarily designed for hardwire installations, but may be accessed through phone lines. The CAISI device is not capable of data storage. Communications thru the CAISI device are real time i.e., connection with the receiving unit must be made, data is transferred and the connection terminated. CAISI operates in two modes, originate and answer.

> Note: A "Custom Blast" installation is required before the CAISI BLAST commo mode can be used. (See BLAST Configuration in Appendix F.)

11.4.1 Initial CAISI BLAST Setup.

a. The first time CAISI BLAST is used, a setup file must be created. A separate file is required for CAISI Originate and CAISI Answer. **Note:** Each time a new SCP is loaded or the system is restored the CAISI BLAST setup will have to be performed

b. The BLAST setup files are used to setup CAISI BLAST.

11.4.1.1 CAISI BLAST Originate Setup.

a. Access to the BLAST setup files is obtained through the BLAST Point-to-Point Configuration file.

b. Select the Configure Blast PtP process on the Communication activity menu. Press [Ctrl-F1] to display the BLAST Introduction screen (fig. 11.4-1).

```
                    BLAST PC 10.0.1
              Serial No. 0202820145-5-00001
            (c)1990 Communications Research Group

BLAST Communications Software from COMMUNICATIONS RESEARCH GROUP
 Advancing the worldwide standard in error-free data communications.
5615 Corporate Blvd., Baton Rouge, Louisiana 70808 USA (800)24-BLAST

   This software is for use by the United States Army only.  Use,
     duplication, or disclosure by the Government is subject to
restrictions as set forth in subparagraph (c)(1)(ii) of the Rights in
Technical Data and Computer Software clause at DFARS 252.227-7013 and
                 in contract No. DAHC35-91-D0002.

                    press any key to continue
```

Figure 11.4-1. BLAST Introduction Screen.

c. Press any key to continue. The BLAST PtP Utilities Menu screen (fig 11.4-2) is displayed.

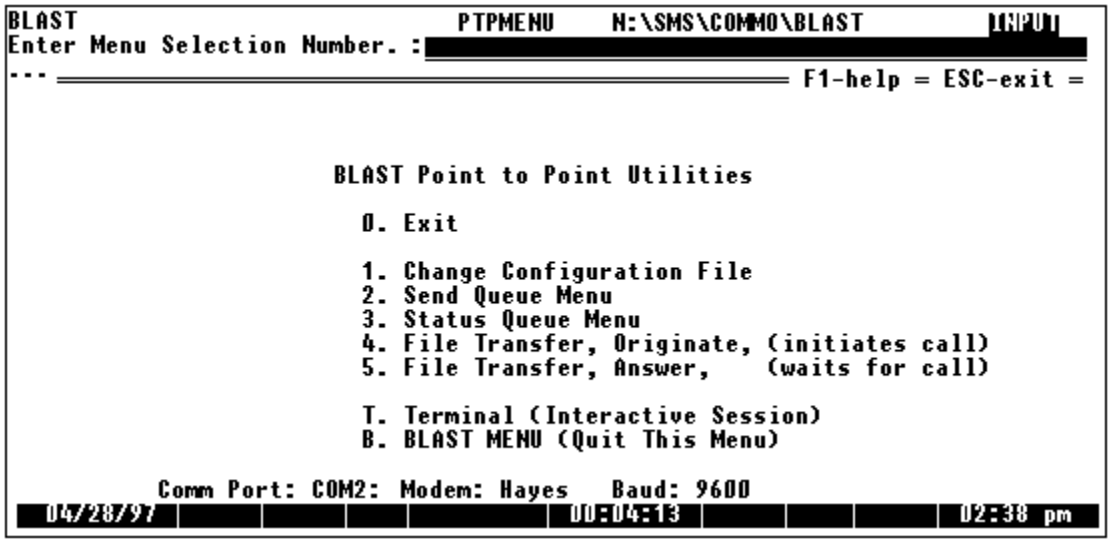


Figure 11.4-2. BLAST Point-to-Point Utilities Menu Screen.

d. Enter B at the highlight and press [Enter]. The BLAST PTPMENU screen displays (fig. 11.4-3).

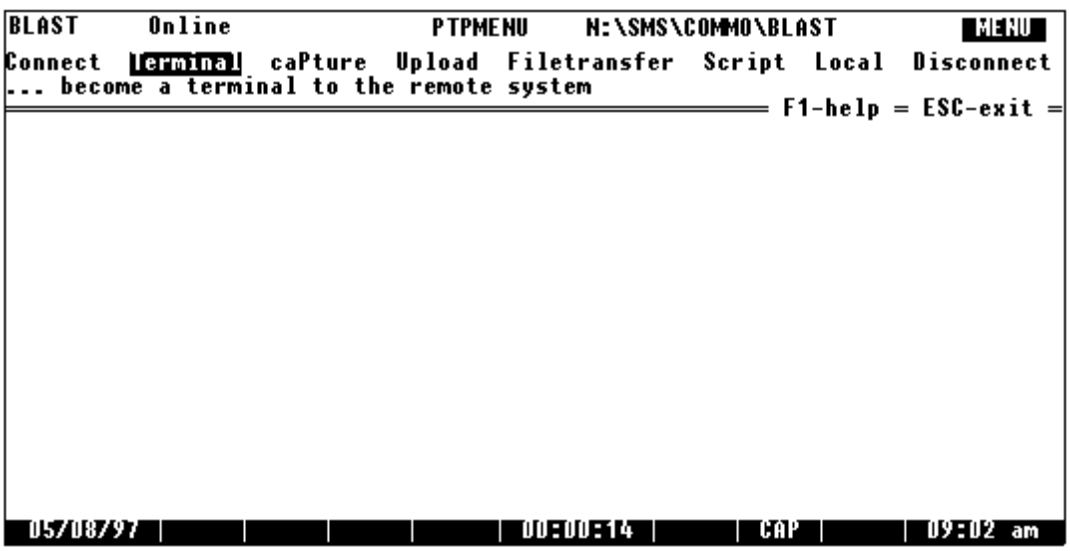


Figure 11.4-3. BLAST Point-to-Point Menu Screen.

e. Press [Esc]. The system displays the BLAST Setup Menu (fig. 11.4-4).

Figure 11.4-4. BLAST Setup Menu Screen.

f. Press the letter S and press [Enter]. The system displays the BLAST Setup Directory Screen (fig. 11.4-5).

```
BLAST     Offline                    PTPMENU    N:\SMS\COMMO\BLAST        MENU
... ^E-up ^X-down ^R-first ^C-last <ESC>-exit
... Enter setup name to load   MTCAISI__
=================================================================== F1-help = ESC-exit =
=== Setup Directory ===================================================================
AHO16DSE... AHO16D SEND SET UP........................... ....................
AHOD1FSE... AHOD1F SEND SET UP........................... ....................
ANSWER..... TACCS, INTERNAL ANSWER....................... ....................
BEGCON..... GTW FILE TRANSFER............................ ....................
BTOS1...... PTP ORIGINATE................................ ....................
CM......... ............................................... ....................
CSSCSBLD... CSSCS BUILD FILE............................. ....................
CSSCSGET... CSSCS GET SET UP............................. ....................
CSSCSSEN... CSSCS SEND SET UP............................ ....................
DEFAULT.... ............................................... ....................
DEMOLINE... CRG's Demonstration Line..................... ....................
FILETRAN... Filetransfer Setup........................... ....................
MENU....... GTW MENU........................................ ....................
MRSABLDC... MRSA CONFIG FILE............................. ....................
MRSAGET.... MRSA GET SET UP.............................. ....................
MTCAISI.... Enter assigned CAISI ID....................... wire or CAISI Ph #.
MTCANSW.... Your assigned CAISI ID....................... ....................
05/08/97 |      |      |      |      | 00:00:57 |      | CAP |      | 09:04 am
```

Figure 11.4-5. BLAST Setup Directory Screen.

g. Use the down arrow key to highlight MTCAISI (MT CAISI Originate). Press [Enter] to display the Script file for MTCAISI setup. Press M to enter the Modify mode. Complete the setup using the legend at (fig. 11.4-6).

```
BLAST     Offline                    MTCAISI    N:\SMS\COMMO\BLAST        MENU
Select  New  Modify  Write  Remove  Local  Online
... setup ready, switch to the ONLINE menu
=================================================================== F1-help = ESC-exit =
=== Setup for: MTCAISI ================================================================
      Description: Enter assigned CAISI ID_________________
     Phone Number: Blank for direct wire or CAISI Ph #_____
      System Type: ________
 Originate/Answer: ORIGINATE                                  Emulation: VT100
           Userid: Blank/your Ph #_                          Full Screen: NO
         Password: XXXXXXXXXXXXXXXX                       Attention Key: ^B_
        Comm Port: COM2:                                     Local Echo: NO
       Modem Type: NONE____                                   AutoLF In: NO
        Baud Rate: 9600                                      AutoLF Out: NO
           Parity: NONE                                   Wait for Echo: NO
   Data/Stop Bits: 8/1                                      Prompt Char: NONE
  XON/XOFF Pacing: NO                                        Char Delay: 0__
   RTS/CTS Pacing: YES                                       Line Delay: 0__
  Transfer Passwd: ________                                    Protocol: BLAST
    Keyboard File: ______________________                 Logon Timeout: 120
      Script File: c:\sms\commo\blast\MTCAISI.SCR__      Connect Timeout: 120
         Log File: n:\sms\commo\blast\PTP.LOG______         7 Bit Channel: NO
   Translate File: ______________________________           Packet Size: 84__
05/08/97 |      |      |      |      | 00:00:57 |      | CAP |      | 09:04 am
```

Figure 11.4-6. Setup for MTCAISI Screen.

Legend for fig. 11.4-6:

FIELD NAME	DESCRIPTION
Description	Enter the CAISI ID provided by the CAISI System Administrator.
Phone Number	Enter the phone number of the CAISI device. If the CAISI connection is direct wire, the phone number is left Blank.
Originate/Answer	ORIGINATE must be displayed or it must be entered.
Comm Port	Enter Com2 if the CAISI connection is direct wire. Enter Com1 if the CAISI connection is thru a phone line. **Note:** The space bar can be used to toggle thru available selections.
Modem Type	Enter NONE for direct wire. Enter AT. if the CAISI connection is through a phone line. **Note:** The space bar can be used to toggle thru available selections.
Baud Rate	Enter 9600. **Note:** The space bar can be used to toggle thru available selections.
The remaining fields on the MTCAISI setup screen will not be changed.	

Figure 11.4-6. Setup for MTCAISI Screen - continued.

h. Once all required entries have been made, press [Esc]. The BLAST Setup Menu screen (see figure 11.4-4) is displayed press W to write the setup file. The system will prompt, “overwrite existing setup file”. Press Y. The system will display the BLAST Setup Menu screen.

i. To exit, press [Esc]. The system will prompt “do you really want to leave BLAST”. Press Y to display the SAMS-2 Master menu.

j. To update another setup file, press S and [Enter] to display the BLAST Setup Directory Screen (fig. 11.4-5).

11.4.1.2 CAISI BLAST Answer Setup.

a. The procedures for CAISI BLAST Answer setup are the same as the procedures for CAISI BLAST Originate except as described below.

(1) Select MTCANSW (MT CAISI ANSWER) from the BLAST Setup Directory Screen (fig. 11.4-7).

```
BLAST     Offline                    MTCANSW    N:\SMS\COMMO\BLAST      MENU
... ^E-up ^X-down ^R-first ^C-last <ESC>-exit
... Enter setup name to load   MTCANSW__
=================================================================== F1-help = ESC-exit =
=== Setup Directory ===================================================================
AHO16DSE... AHO16D SEND SET UP........................... ....................
AHOD1FSE... AHOD1F SEND SET UP........................... ....................
ANSWER..... TACCS, INTERNAL ANSWER....................... ....................
BEGCON..... GTW FILE TRANSFER............................ ....................
BTOS1...... PTP ORIGINATE................................ ....................
CM......... ............................................. ....................
CSSCSBLD... CSSCS BUILD FILE............................. ....................
CSSCSGET... CSSCS GET SET UP............................. ....................
CSSCSSEN... CSSCS SEND SET UP............................ ....................
DEFAULT.... ............................................. ....................
DEMOLINE... CRG's Demonstration Line..................... ....................
FILETRAN... Filetransfer Setup........................... ....................
MENU....... GTW MENU.................................... ....................
MRSABLDC... MRSA CONFIG FILE............................. ....................
MRSAGET.... MRSA GET SET UP.............................. ....................
MTCAISI.... SAMS109...................................... 54548...............
MTCANSW.... SAMS109...................................... ....................
 05/08/97 |      |      |      |      | 00:00:09 |      | CAP |      | 10:03 am
```

Figure 11.4-7. BLAST Setup Directory for MTCANSW Screen.

(2) The MTCANSW setup screen is displayed (fig 11.4.8). Use the legend to complete the answer setup screen.

```
BLAST     Offline                    MTCANSW    N:\SMS\COMMO\BLAST      MENU
Select  New  Modify  Write  Remove  Local  Online
... setup ready, switch to the ONLINE menu
=================================================================== F1-help = ESC-exit =
=== Setup for: MTCANSW ===================================================================
      Description: SAMS109_____________________________________
     Phone Number: ____________________________________________
      System Type: ________
 Originate/Answer: ANSWER                                  Emulation: VT100
           Userid: ________________                      Full Screen: YES
         Password: XXXXXXXXXXXXXXXX                   Attention Key: ^B_
        Comm Port: COM2:                                  Local Echo: NO
       Modem Type: AT______                                AutoLF In: NO
        Baud Rate: 9600                                   AutoLF Out: NO
           Parity: NONE                                Wait for Echo: NO
   Data/Stop Bits: 8/1                                   Prompt Char: NONE
  XON/XOFF Pacing: NO                                     Char Delay: 0__
   RTS/CTS Pacing: NO                                     Line Delay: 0__
  Transfer Passwd: ________                                 Protocol: BLAST
    Keyboard File: ____________________________          Logon Timeout: 120
      Script File: c:\sms\commo\blast\MTCANSW.SCR__  Connect Timeout: 120
         Log File: n:\sms\commo\blast\MTCAISI.LOG__    7 Bit Channel: NO
   Translate File: ____________________________________    Packet Size: 256_
 05/08/97 |      |      |      |      | 00:00:09 |      | CAP |      | 10:03 am
```

Legend for fig. 11.4-8:

FIELD NAME	DESCRIPTION
Description	Enter the CAISI ID provided by the CAISI System Administrator.
Phone Number	Enter the phone number of the CAISI device. If the CAISI connection is direct wire, the phone number is left Blank.
Originate/Answer	ANSWER must be displayed or it must be entered.
Comm Port	Enter Com2 if the CAISI connection is direct wire. Enter Com1 if the CAISI connection is thru a phone line. **Note:** The space bar can be used to toggle thru available selections.
Modem Type	Enter NONE for direct wire. Enter AT. if the CAISI connection is through a phone line. **Note:** The space bar can be used to toggle thru available selections.
Baud Rate	Enter 9600. **Note:** The space bar can be used to toggle thru available selections.
The remaining fields on the MTCANSW setup screen will not be changed.	

Figure 11.4-8. Setup for MTCANSW Screen (example)d.

b. Once all required entries have been made, press [Esc]. The BLAST Setup Menu screen (see figure 11.4-4) is displayed press W to write the setup file. The system will prompt, “overwrite existing setup file”. Press Y. The system will display the BLAST Setup Menu screen.

c. To exit, press [Esc]. The system will prompt “do you really want to leave BLAST”. Press Y to display the SAMS-2 Master menu.

11.4.2 CAISI Originate.

a. To transfer data using CAISI Originate, the files to be transferred must be in the comm queue; The receiving activity/unit’s system must be in the CAISI Answer mode; and unless hardwired to the CAISI device, telephone contact with the CAISI device must be made.

b. Select the CAISI Originate process on the Communications activity menu. Press [Ctrl-F1]. The system displays a Files Queued and a Files to Send screen (figure 11.2-1) identifying any data transfers in the comm queue that need to be initiated. After a short delay, the system displays the BLAST Information screen (figure 11.4-1).

c. Press any key to continue. A number of message prompts will be displayed on the screen as the system connects with the CAISI device. Some examples of the message prompts are, executing script file, Loading Configuration file, Beginning MT CAISI Session, etc. Once the CAISI session is established, the system displays the CAISI MENU screen (fig. 11.4-9).

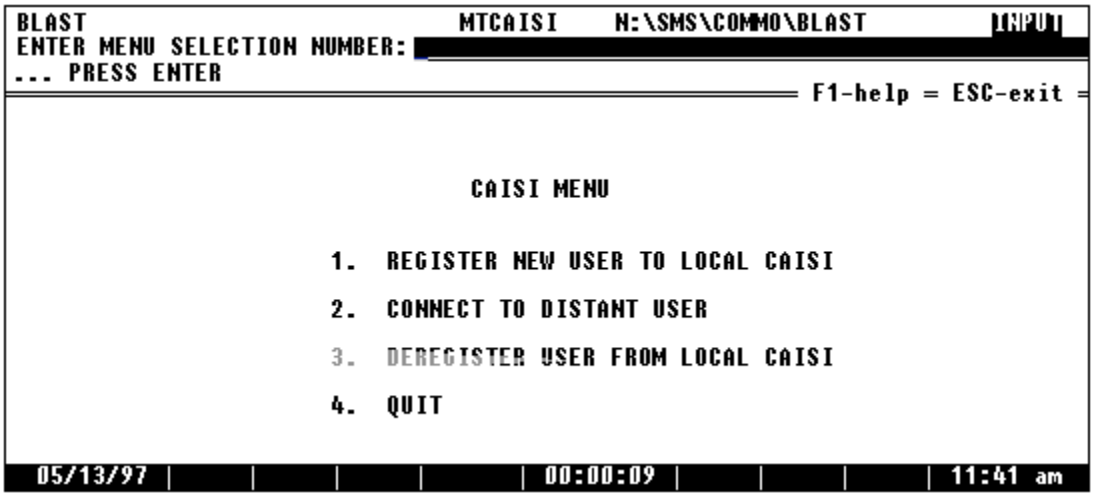


Figure 11.4-9. CAISI MENU Screen.

Legend for fig. 11.4-9:

MENU NUMBER	MENU ITEM	DESCRIPTION
1	REGISTER NEW USER TO LOCAL CAISI	If making the first transmission to the CAISI device, select 1 to register. The information in CAISI setup file will be used by the system to register.
2	CONNECT TO DISTANT USER	Makes connection with the CAISI device and transfers data.
3	DEREGISTER USER FROM LOCAL CAISI	Removes the user from the CAISI device's role.
4	QUIT	Ends the session.

Figure 11.4-9. CAISI MENU Screen.

d. Select the menu number of the action to be performed and press [Enter]. The system will logon to the CAISI device and perform the action.

e. Once contact is made through the CAISI to the receiving unit, the file transfer will begin automatically. The status of the transfer is displayed on the CAISI Transfer screen (fig. 11.4-10).

```
BLAST                                    MTCAISI      [!Sys]<Blast>                                    SCRIPT

. . . Sending  [!SYS]<COMM.>AHN4BD.WFJXAA.05/06/9616:35:29                                                  1
--- local ----------------------------------------   opt    - -    % xfer    - -    file size    - -    byte cnt    - -    ln qual  --
S: [!SYS]<COMM>AHN4AD.WFJXAA.0    o                 100%              166262              166262              good (00)   2
R: <idle>                                                                                                   good (00)
-------------------------------------------------------------------------------------------------------------<HELP> ---------<CANCEL>
****  BTOS BLAST II   8.4.4  on remote system [uov]   ****
REMOTE.CFG/OVW/T=TXT  . . .  receive completed
LOCAL.CFG/T=TXT  REMOTE.CFG/OVW/T=TXT  . . .  send completed
-------------------------------------------------------------< <Exiting Transfer Mode > >-------------------------------------------------------
-------------------------------------------------------------< <Entering BLAST Transfer Mode > >-----------------------------------------------
****   BTOS  BLAST II  8.4.4  on remote system [uov]   ****
-s-BEGIN:  SEND AHN4BD 002115191533
-s-SIC:L21
-s-FILE_ID:AHN4BD
-s-DEST_ID:WAQSAA
-s-SOURCE_ID:WFJXAA
-s-FILE_SPEC:[!SYS]<COMM>AHN4BD.05/06/9616:35:29                                                            3
-s-DEST_SPEC:DESTNAME.F
-s-DEST_ADDR:sams203
_s_TRANSFER_MODE:O
-s-END:
```

Legend for fig. 11.4-10:

REF NO	DESCRIPTION
1	The current transfer; the file being sent; the UIC sending the transfer; the date and time of the transfer. The current status of the transfer is shown in the columns, %xfer (% transferred), file size, byte cnt (byte count), and ln qual (line quality).
2	The file being sent or received; S identifies files being sent; R identifies files being received.
3	The complete file specification, sender UIC, receiver UIC, and file ID.

Figure 11.4-10. CAISI Transfer Screen.

f. The example above shows a Weekly Work Order Transfer sent from WFJXAA to WAQSAA.

g. Once all transfers are accomplished, press [Ctrl-B] and/or [Esc] until the prompt, “do you really want to leave BLAST” press [Y] to display the SAMS-2 Master Menu. Just before the menu displays, the system will post a message on the screen identifying the number of files sent.

11.4.3 CAISI Answer.

a. The CAISI Answer mode is used to receive files from another system operating in the CAISI Originate mode. These actions must be coordinated to insure that the required connection is made.

b. Select the CAISI Answer process on the Communications activity menu. Press [Ctrl-F1]. The system displays a Files Queued and a Files to Send screen (figure 11.2-1) identifying any data transfers in the comm queue that need to be initiated. After a short delay, the system displays the BLAST Information screen (figure 11.4-1).

c. Press any key to continue. A number of message prompts will be displayed on the screen as the system connects with the CAISI device. Some examples of the message prompts are, executing script file, Loading Configuration file, Beginning MT CAISI Session, etc. Once the CAISI session is established, the system displays the CAISI Answer screen (fig. 11.4-11).

```
BLAST                                    MTCANSW        [!Sys]<Blast>                    SCRIPT

 . . . Waiting for incoming call . . . Press [CTRL B, Enter] to end
-------------------------------------------------------------------------------------<HELP> -- <CANCEL> -
```

Figure 11.4-11. CAISI Answer Screen.

d. Once the system is placed in the answer mode, it will remain in a waiting mode. As contact is made by other systems, SAMS-2 will accept file transfers until the CAISI Answer mode is exited.

e. To exit the CAISI Answer mode, press [Ctrl-B] and [Esc] until the prompt, “do you really want to leave BLAST” press [Y] to display the SAMS-2 Master Menu. Just before the menu displays, the system will post a message on the screen identifying the number of files received.

11.5 BLAST Concentrator.

a. BLAST Concentrator is communications software that uses telephone lines to communicate with an interface device called a concentrator to perform data transfers.

b. The Concentrator stores the files in an electronic mailbox until the receiving unit retrieves them. When the unit connects with the Concentrator, files that are in the mailbox are automatically transmitted. A unit can make connection with the Concentrator at any time to send or receive files.

c. The following data is needed from the Concentrator System Administrator to run BLAST Concentrator.

(1) The Concentrator phone number must be entered in the Communication Configurations File.

(2) The User ID/Address for the site must be entered in the Communication Configurations File.

(3) The User ID/Address Password for the site must be used when connected to a Concentrator.

(4) The User ID/Address for the receiving unit must be entered in the Diskette/Comm Parameters file.

11.5.1 Connecting With the BLAST Concentrator.

a. Make sure the UIC Parameters, Diskette/Comm Parameters, and BLAST Concentrator Configure files are correctly set up for the transfer. Run the interface processes to initiate the output files that will be sent to the Concentrator. A comm queue will be created for each file to be transferred. BLAST Concentrator will use the comm queue entries to transfer the file(s).

b. Select BLAST Concentrator on the Communications activity menu. Press [Ctrl-F1] to display the Blast Introduction screen (fig. 11.4-1).

c. Press any key to continue. The system displays the BLAST Concentrator screen (fig. 11.5-1). A number of message prompts will be displayed on the screen as BLAST connects with the concentrator. Some examples of the messages are, Loading BEGCON, Beginning BEGCON, Beginning File Transfer, Loading Configuration File, etc.

```
BLAST                                                    BEGCON          N:\SMS\COMMO\BLAST       SCRIPT

. . Sending [n:\sms\commo\blast\PTPSEND.QUE to the concentrator
==  local ================ opt  ====== % xfer   ======   file size  =========  byte cnt  ======  ln quality . .
S:  <idle>                                                                                        good  (00)
R:  <idle>                                                                                        good  (00)
============================================================== <HELP> ====   <CANCEL>
^NTerminal type is vt100

[11]  ftlee-sdcl5% ^N Command not found
[12] ftlee-sdcl5% blast -h
;starting BLAST protocol

. . . . . . . . . . . . . . . . . . . <<Entering BLAST Transfer Mode>> . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .
**** UNIX BLAST II 8.4.4 on remote system [uov] ***
n:\sms\comm0\blast\PTPSEND.QUE/T=TXT send.que/OVW/T=TXT. . .send completed


  05/08/97  |  DCD  |  CTS   |        |                  |  00.01:40  |        |        |        |  03:23 pm
```

Figure 11.5-1. Connection with Concentrator Screen (example).

d. The system will make three attempts to connect with the concentrator. After three attempts, the message, can't connect to remote system, will appear at the top of the screen. Press any key to return to the SAMS-2 Master menu. Contact the system administrator to find out what the problem is.

e. When prompted to enter a password, enter the password assigned to the unit by the Concentrator administrator. Key the password in exactly as it was assigned. BLAST Concentrator is case sensitive. The password will not appear on the screen as it is typed in. Press [Enter]. The BLAST file transfer will begin.

f. Do not touch the keyboard until the process finishes. Files that are to be sent will be transferred first. Files waiting in the mailbox will automatically be received after all files are sent.

g. Watch the screen during the process. BLAST displays all process activity on the screen. Many codes and messages will appear. The most important information on the screen is explained in figure 11.5-2.

```
BLAST                                                BEGCON          N:\SMS\COMMO\BLAST       SCRIPT

. . Sending  N\SMS\COMMO\INTERFAC\OUTPUT\AHN4ADxx.001 to the concentrator                          1
==  local ================ opt  ====== % xfer   ======   file size  =========  byte cnt  ======  ln quality . .
S:  <idle>                                                                                  good  (00)   2
R:  <idle>                                                                                  good  (00)
============================================================== <HELP> ====   <CANCEL>
^NTerminal type is vt100

[11]  ftlee-sdcl5% ^N Command not found
[12] ftlee-sdcl5% blast -h
;starting BLAST protocol

. . . . . . . . . . . . . . . . . . . <<Entering BLAST Transfer Mode>> . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .
**** UNIX BLAST II 8.4.4 on remote system [uov] ***
n:\sms\comm0\blast\PTPSEND.QUE/T=TXT send.que/OVW/T=TXT. . .send completed
. . . . . . . . . . . . . . . . . . . <<Exiting  Transfer Mode>> . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .      3
[13] ftlee-sdcl5%
[13] ftlee-sdcl5%
[13] ftlee-sdcl5% blast -h
;starting BLAST protocol
. . . . . . . . . . . . . . . . . . . <<Entering BLAST Transfer Mode>> . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .
**** UNIX BLAST II 8.4.4 on remote system [uov] ***
N\SMS\COMMO\INTERFAC\OUTPUT\AHN4ADxx.001  97050909091/OVW . .send completed

  05/08/97  |  DCD  |  CTS   |        |                  |  00.01:49  |        |        |        |  09:10 am
```

Figure 11.5-2. BLAST Processing Screen (example).

Legend for fig. 11.5-2:

REF NO	DESCRIPTION
1	Look for the current status at the top of the screen. Files sent, files received, the completion of transfers, or other status data is indicated here.
2	The current file that is being sent or received is listed here. All data on the line beside S: is the send data. All data on the line beside R: is the receive data. When it seems that nothing is happening in the process, check the % xfer column. If the percentage is less than 100 then the file is still being transferred.
3	Identifies the file sent. Used if the transmission was completed..

Figure 11.5-2. BLAST Processing Screen - continued.

h. When the process is completed, the system returns to the SAMS-2 Master menu.

11.5.2 Processing Data Received.

a. When the BLAST Concentrator communications process finishes, select Comm Monitor on the Communications activity menu. (See paragraph 11.3). View the files sent and the files received by scrolling the queue. Viewing the Comm Monitor is the best way to check the status of each file.

b. The files received will be processed in the INPUT / OUTPUT (See section 8).

11.6 Communication Configurations.

a. This process allows the operator to set the parameters in the communication configuration file for data transfer by BLAST Point-to-Point or BLAST Concentrator.

b. Once the parameters are set, the system will automatically initiate the data transfer selected from the master menu i.e., BLAST PtP or BLAST Concentrator.

11.6.1 Configure BLAST Point-to-Point.

a. Select Configure BLAST PtP process on the Communication activity menu. Press [Ctrl-F1] to display the BLAST Introduction screen (Fig. 11.4-1).

b. Press any key to continue. The BLAST PtP Utilities Menu (fig. 11.6-1) is displayed. SAMS-2 only uses the Change Configuration File. Enter a 1 at the highlight and press [Enter].

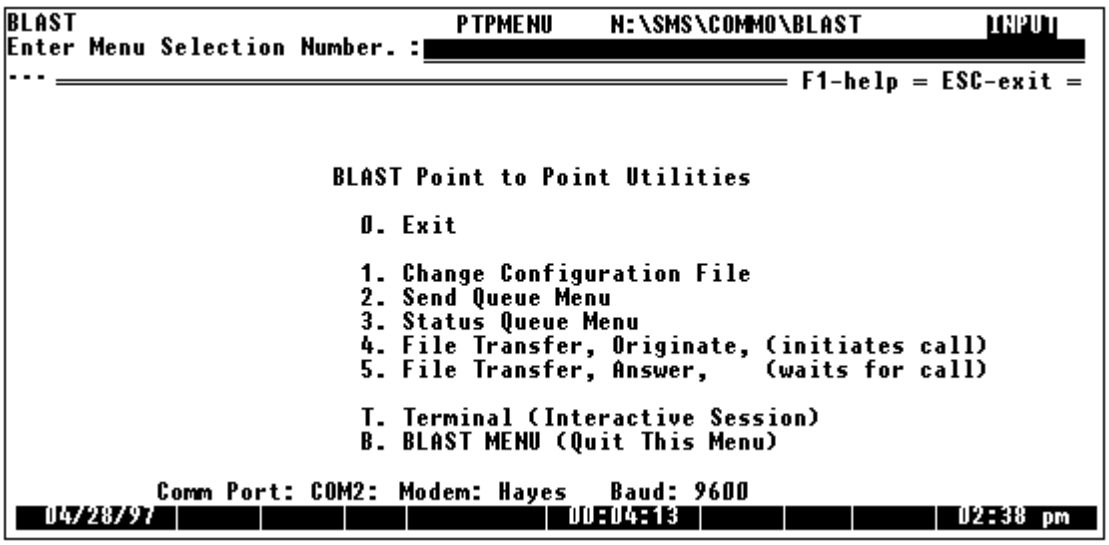


Figure 11.6-1. BLAST Point-to-Point Utilities Menu Screen.

Legend for fig. 11.6-1:

REF NO	FIELD NAME	DESCRIPTION
0	Exit	Displays the SAMS-2 Master Menu.
1	Change Configuration File	Displays the current file.
2	Send Queue Menu	Displays, prints, deletes or builds a PtP Send Queue. Not used in SAMS-2.
3	Status Queue Menu	Displays, prints, or deletes a Status Queue. Not used in SAMS-2.
4	File Transfer, Originate	Send a file thru BLAST PtP. Not used in SAMS-2
5	File Transfer, Answer	Waits for an incoming file. Not used in SAMS-2.
6	Terminal	Transfers data through a remote computer. Not used in SAMS-2.
7	BLAST MENU	Displays on-line menu. Not used in SAMS-2.

Figure 11.6-1. BLAST Point-to-Point Utilities Menu Screen.

c. The current BLAST Configuration Record is displayed on the BLAST PtP Current Configuration screen (fig. 11.6-2). To make a change, enter a number that corresponds to the item you want to change and press [Enter].

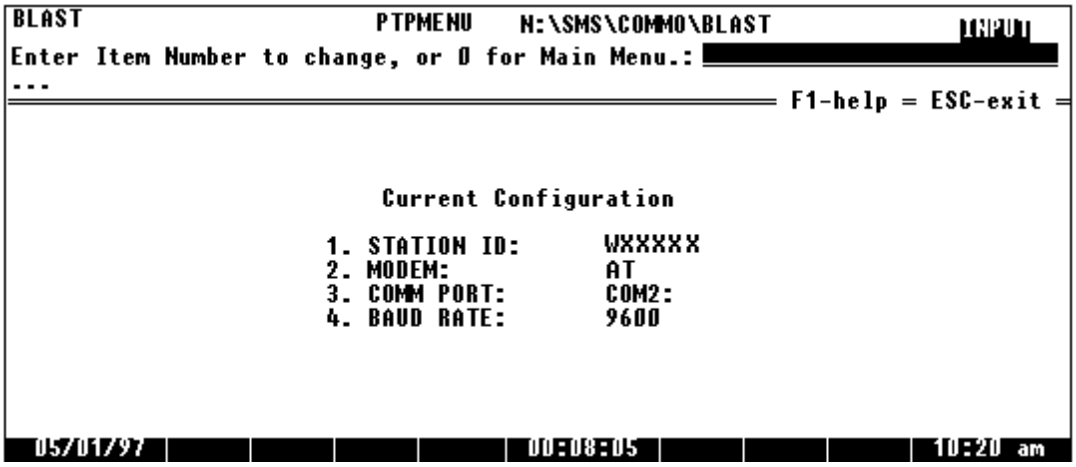


Figure 11.6-2. BLAST Point-to-Point Current Configuration Screen.

Legend for fig. 11.6-2:

REF NO	FIELD NAME	DESCRIPTION
1	STATION ID:	Enter your UIC.
2	MODEM:	Enter AT as the type modem.
3	COMM PORT:	System generated from the BLAST Point-to-Point Script file.
4	BAUD RATE:	System generated from the BLAST Point-to-Point Script file.

Figure 11.6-2. BLAST Point to Point Current Configuration.

d. After all entries have been made, enter 0. Press [Enter] to return to the BLAST PtP Main Menu. At the BLAST PtP Main Menu, enter 0. Press [Enter] to return to the SAMS Main Menu.

11.6.2 Configure BLAST Concentrator.

a. Select Configure BLAST Concentrator process on the Communications activity menu. Press [Ctrl-F1] to display the BLAST Introduction screen (fig. 11.2-1).

b. Press any key to continue. The BLAST Concentrator Interface Utilities Menu screen (fig. 11.6-3) is displayed.

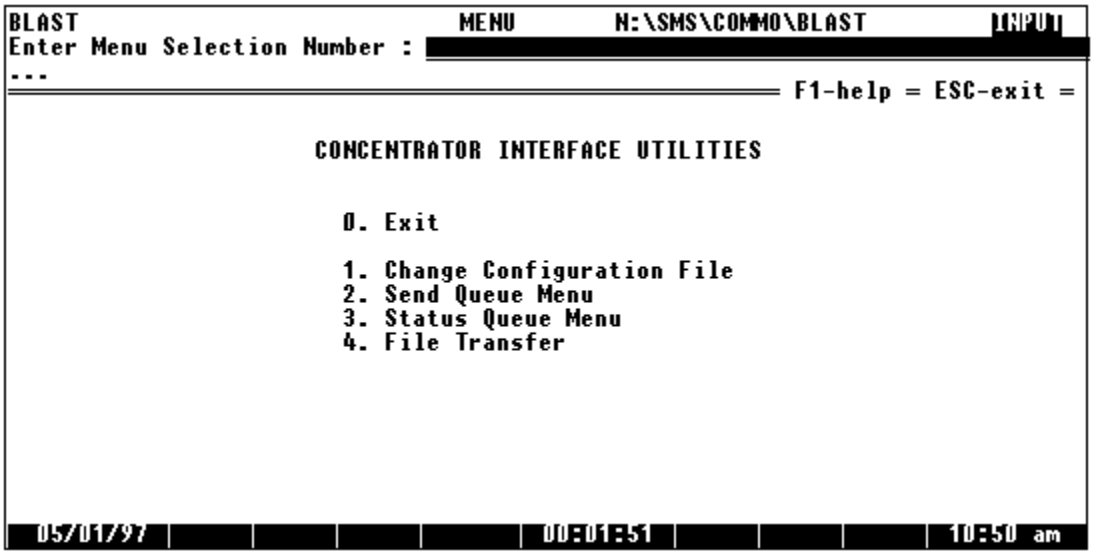


Figure 11.6-3. BLAST Concentrator Interface Utilities Menu Screen.

Legend for fig. 11.6-3:

REF NO	FIELD NAME	DESCRIPTION

0	Exit.	Displays the SAMS-2 Master Menu.
1	Change Configuration File	Displays the current file.
2	Send Queue Menu	Displays, prints, deletes or builds a Queue. Not used in SAMS-2.
3	Status Queue Menu	Displays, prints, or deletes a Status Queue. Not used in SAMS-2.
4	File Transfer	Send a file to the Concentrator. Not used in SAMS-2.

Figure 11.6-3. BLAST Concentrator Interface Utilities Menu Screen.

c. The current BLAST Concentrator Configuration Record is displayed on the BLAST Concentrator Interface Utilities screen (fig. 11.6-4). To make a change, enter the number that corresponds to the item you want to change press [Enter].

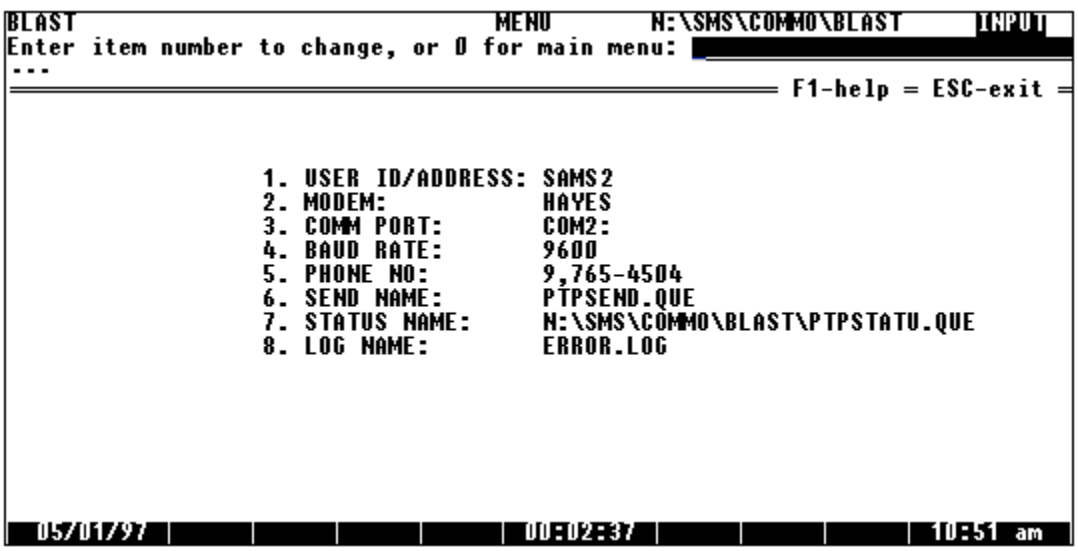


Figure 11.6-4. BLAST Concentrator Configuration Screen.

Legend for fig. 11.6-4:

REF NO	FIELD NAME	DESCRIPTION
1	USER ID/ADDRESS	Enter ID/Address assigned by Concentrator administrators. Must be entered exactly as assigned (case sensitive entry).
2	MODEM	Enter AT if a modem is being used. Enter NONE if directly connected using line driver.
3	COMM PORT	System generated from the BLAST Point-to-Point Script file.
4	BAUD RATE	System generated from the BLAST Point-to-Point Script file.
5	PHONE NO	Enter the concentrator telephone number.
6	SEND NAME	System entry.
7	STATUS NAME	System entry.
8	LOG NAME	System entry.

Figure 11.6-4. BLAST Concentrator Configuration Screen - continued.

11.7 Setting Up for Communications.

a. An important factor in using communications is the correct setup. If done correctly, there are few problems. Obviously the system must be hooked to a telephone line, but it is not as simple as it sounds.

b. The first requirement in setting up communications is the communications parameter in the UIC Parameter record. In addition the Communications Configuration files (paragraph 11.6 of this section), the BLAST Script files (paragraph 11.4 of this section and appendix F), a Disk/Communication (section 8) parameter record must be established for each file and each unit that will receive a transfer.

c. BLAST and CAISI are very temperamental in regards to connecting. If not successful the first time, try again later. Once you have successfully connected and transferred files via CAISI or BLAST, you should not have to make further changes. Any difficulty connecting after the initial success, will more than likely be caused by line problems and the only option available is to keep trying.

d. Almost all functions in the BLAST and CAISI processes are programmed to time-out after a specific period. These times range from 2 seconds to 8 minutes depending on the function. The best procedure to follow if something does not look right, wait and let the function time-out and reset itself.

Trying to manually interrupt may cause other problems, however there will be times when the process will hang up and manual interruption is required.

e. It may be necessary to manually interrupt the BLAST or CAISI processes from time to time. The first procedure to try is [Ctrl-B]. If the processes are active, a BLAST menu across the top of the screen should display. Press [Esc] sometimes more than once is required. When a message “do you really want to leave BLAST” appears, press [Y] and [Enter] to display the SAMS-2 Master Menu. If all else fails, enter the window environment by pressing [Alt-Enter], use the mouse to click the button with the “x” in the top right hand corner of the window. This action will end the SAMS-2 session. The Windows NT icon screen will display and you will then have to restart the SAMS-2 application.

f. Often during a CAISI comm session messages and/or garbage will be printed across the screen. These will normally be messages left over from a previous session. Ignore them! Garbage that shows up, especially when in the Answer mode is just noise from line connections and usually comes in short bursts of 3 to 6 characters. Ignore them!

g. To determine if the modem and comm port are correctly set, the operator can perform a comm default test using the BLAST Setup procedures (para 11.4.1.1) as modified below.

(1) Once the BLAST Setup Directory Menu Screen (fig. 11.4-5) is displayed, highlight the Default Setup Directory and press [Enter]. The Setup for Default screen displays.

(2) Press [M] to enter the modify mode. Highlight the Phone Number filed and enter a test phone number. The phone number entered should be an operable phone in close proximity to the SAMS system (fig. 11.7-1).

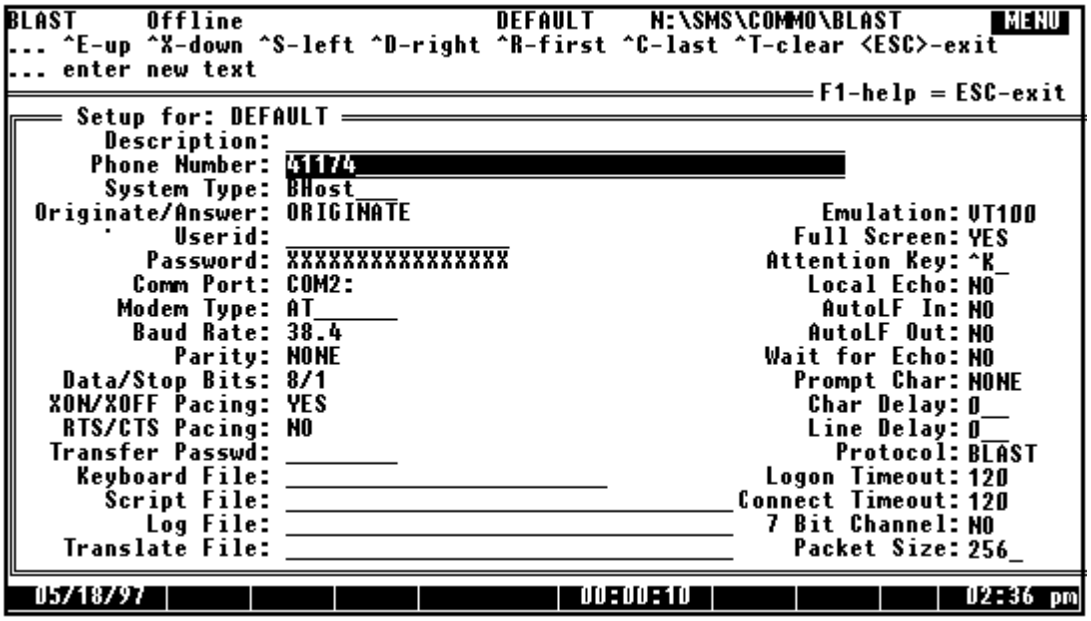


Figure 11.7-1. Default Setup Menu (example).

(3) Press [Esc]. The system will highlight Write and prompt “write the current setup to a file”. Press [Enter] or [W].

(4) The system will highlight Yes and prompt, “overwrite existing setup file ?”. Press [Enter] or [Y].

(5) The system will highlight Online and prompt “ setup ready, switch to the ONLINE menu”. Press [Enter].

(6) The system will highlight Connect and prompt “connect to the remote system”. Press [Enter].

(7) The system will begin dialing the phone number. If the comm port is correct the phone connection will be successful. If the test is unsuccessful, use the same procedure to change the comm port. Once a successful test is conducted, change the comm port for all script files.

(8) To end the test, delete the test phone number in the default setup and follow the prompts to disconnect and exit BLAST setup.

Section 1
Abbreviations and Acronyms

A
alphabetic

AA
activity account

AAC
Acquisition Advice Code

ABS
absence, absent

ACCOMP
accomplish, -ed, -ing

ACCT
account, -ing, -able

ACFT
aircraft

ACPT
accept, -ed, -ing

ACSMAT
Asst Chief of Staff, Materiel

ACT
action, actual

ACTV
activity

ACVC
Army Commercial Vehicle Code

ADPE
automatic data processing equipment

ADRS
address

ADS
Application Development System

AE
auxiliary equipment

AIMI
Aircraft Intensive Management Item

AIS Manual
Automated Information Systems Manual

ALO
authorized level of organization

ALT
alter, -ed, -nate

ALW
allow, -ance, -ed, -able

AMC
Army Materiel Command

AMDF
Army Master Data File

AMSF
Area Maintenance and Supply Facility

AMSS
Army Materiel Status System

AMT
amount

AN
alphanumeric

ANL
annual

AOAP
Army Oil Analysis Program

ARA
assigned responsible agency

ARNG
Army National Guard

ARSTAF
Army Staff

ASG
assign, -ed, -ment

ASL
Authorized Stockage List

APPENDIX A

Glossary

ASSY
assembly

AUTH
authority, authorize

AUTORO
autorotation

AVF
Asset Visibility File

AVIM
aviation intermediate maintenance

AVUM
aviation unit maintenance

BATT
batteries

BDE
brigade

BIT
built in test

BITE
built in test equipment

BLAST
Blocked Asynchronous Transmission

BMH
borrowed manhour(s)

BMMC
Brigade Materiel Management Center

BN
battalion

BOI
basis of issue

BRKDWN
breakdown

BRWD
borrowed

BS
bench stock

CAB
Combat Aviation Battalion

CALBR
calibrate, calibration

CALC
calculation

CAM
Custom Application Module

CAND
candidate

CASCOM
Combined Arms Support Command

CAT
category

CBLE
cable

CBT
combat

CCF
Communications Control File

CD
code

CDR
commander

CEN
center

CEWI
Communications, Electronic Warfare and Intelligence

CH
channel

CLAS
classification, class

CMD
command

CMDTY
commodity

COB
close of business

COMM
communication

COMP
component

COMPL
complete

CON
control

COND
condition

CON-NO
control number

COOP
Continuity of Operations Plan

COSCOM
Corps Support Command

COT
civilian overtime

CPI
characters per inch

CPS
characters per second

CPU
central processing unit

CRT
cathode ray tube, civilian regular time

CSSAMO
Combat Service Support Automation Management Office

CTA
Common Table of Allowances

CUM
cumulative

CURR
current

CUST
customer

CYC
cycle

DA
Dept of the Army, day

DCD
decade

DDN
defense data network

DE
data element

DESCR
description, -ive

DET
detach, -ed, -ment

DI
due in

DIC
Document Identifier Code

DIR
direct, -or, -ion

DISCOM
Division Support Command

DISTR
distribute, -ion

DIV
division, -al

DL
direct labor

DMD
demand

DME
direct man-hours expended

DMH
direct man-hours

DMMC
Division Materiel Management Center

DO
due out

DOCREG
Document Register

DOD
Dept of Defense

DODAAC
DOD Activity Address Code

DPI
Data Processing Installation

DS
direct support

DS4
Direct Support Unit Standard Supply System

DSG
design, -ate

DSN
Defense Switched Network

DSU
Direct Support Unit

DSVT
digital subscriber voice terminal

DTE
data terminal equipment

DUI
data use identifier

DX
direct exchange (see RX)

DY
duty

EA
each

EAC
echelons above corps

ECC
Equipment Category Code

ECOD
estimated cost of damage

ECR
Equipment Control Record

EDD
estimated delivery date

EDDS
Enhanced DLA Distribution System

EDF
Equipment Density File

EDSL
Equipment Density Support List

EFF
effect, -ive

EHF
Equipment History File

EI
end item

EIC
End Item Code

EIR
equipment improvement recommendation

EMF
Equipment Master File

ENG
engine

ENL
enlisted

EOH
equipment on hand

EOS
effect on system

EQUIP
equipment

ER
equipment readiness

ERC
Equipment Readiness Code

ERR
error

ES
equipment status

ESD
estimated shipping date

EVAC
evacuate, -ion

FAD
Force/Activity Designator

FAIL
failure

FC
Fund Code

FCTR
factor

FLD
field

FMC
full mission capable

FORSCOM
Forces Command

FSCM
Federal supply code for manufacturers

FWD
forward

GP
group

GR
grade

GS
general schedule, general support

GSE
ground support equipment

GSU
General Support Unit

HD
holiday

HEL
helicopter

HLV
holiday leave

HOW
howitzer

HP
holiday pay, horsepower

HR
hour, -ly

HVY
heavy

ICP
Inventory Control Point, Interim Change Package

ID
identify, -ier, -ication

IDENT
identify, -ier, -ication

IEF
Inoperative Equipment File

IER
Inoperative Equipment Report

IME
indirect man-hours expended

IMF
intermediate maintenance, forward

IMR
intermediate maintenance, rear

IND
indirect

INDIC
indicator

IDL
indirect labor

INOP
inoperative

INPT
input

INQ
inquire, -ry

INTMED
intermediate

INTNS
intransit

INTRVL
interval

INVT
inventory

I/O
input/output

IPD
issue priority designator

IPL
initial program load

ISAM
indexed sequential access method

ISS
issue

JTA
Joint Table of Allowances

KVDT
keyboard visual display terminal

LBR
labor

LCD
liquid crystal display

LCN
local control number

LDG
landing

LED
light emitting diode

LIF
Logistic Intelligence File

LIN
line item number

LOGSA
Logistics Support Activity

LT
light

LUD
Labor Utilization Detail

LV
leave

LVL
level

MAC
Maintenance Allocation Chart

MACOM
Major Army Command

MALFUNC
malfunction

MAMS
Maintenance Activity Management System

MATO
materiel officer

MAX
maximum

MCN
maintenance control number

MCS
materiel condition status

MCSR
MCS Report

MD
man-day

MDM
medium

MED
medical

MEL
maintenance expenditure limit

MFR
manufacture, -r, memo for record

MGR
manager

MGMT
management

MH
manhour

MI
mile

MIS
Management Information System

MLD
maintenance level diagnostics

MM
man-month

MMC
Materiel Management Center

MNT
maintenance

MO
month, -ly

MOD
model, modify

MOM
maintenance operations mgmt

MORT
mortality

MPM
maintenance program mgmt

MPOM
maintenance program operations mgmt

MR
maintenance request

MRM
maintenance reporting and mgmt

MRO
materiel release order

MSG
message

MSLE
missile

MSN
mission

MST
Maintenance Support Team

MTOE
modification table(s) of organization and equipment

MWO
modification work order

MY
man-year

N
numeric

NAUTH
not authorized

NG
National Guard

NGB
National Guard Bureau

NICP
National Inventory Control Point

NIIN
national item ident number

NMC
not mission capable

NMCD
NMC depot mnt

NMCE
NMC equipment shortage

NMCM
NMC mnt

NMCS
NMC supply

NMP
National Mnt Point

NO
number

NOMEN
nomenclature

NORM
normal, not operationally ready maintenance

NORS
not operationally ready-supply

NP
nonproductive

NRTS
not repairable this station

NSN
national stock no

OB
obsolete

OFC
office, -r

OFF
officer

OH
on hand

ORD
ordinal

ORG
organization, -al

ORF
Operational Readiness Float

OSC
Objective Supply Capability

OST
order and ship time

OT
overtime

OVHL
overhaul

PARTS
Work Order Parts File

PCN
product control number

PCT
percent, -age

PD
period, priority designator

PERF
performance

PERS
personnel

PLL
Prescribed Load List

PMC
partially mission capable

PMCS
preventive maintenance checks and services

PREV
previous

PROD
product

PROM
programmable read only memory

PRON
procurement request order no

PRT
part

PSA
Power Supply Assembly

PTR
printer

PU
pick up

QNTY
quantity

QTY
quantity

QTR
quarter, -ly

RAM
random access memory

RBLD
rebuild

RCA
repair cost amount

RCD
record

RCF
Repair Cycle Float

RCL
recall

RD
round

RDD
required delivery date

REC
receive, receipt

REF
refer, -ence

REGIS
register, -ation

REI
reportable end item

REPLEN
replenish, -ment

REPT
report, -ed, -able

REQ
request, -ed, -ing

RIC
Routing Identifier Code

RJE
remote job entry

RLM
remote logic module

RMN
remain, -ing

RMRK
remark

RO
requisitioning objective

ROM
read only memory

ROP
reorder point

RPM
Repair Part Master

RPR
repair

RPSTL
Repair Parts and Special Tools List

RQD
required

RQMT
requirement

RQN
requisition, -ed, -ing

RQR
require

RT
regular time

RTN
return

RX
reparable exchange

SAILS
Standard Army Intermediate Level Supply System

SAMS
Standard Army Maint System

SARSS
Standard Army Retail Supply System

SAT
Software Acceptance Test

SCNNR
scanner

SCP
Software Change Package

SCTY
security

SDC
sample data collection

SEC
section

SEQ
sequence

SER
serial, series

SHIP
shipped, -ing

SHPMT
shipment

SL
sick leave
stockage level
safety level

SLC
Stockage List Code

SLR
salary

SMA
special mission alteration

SMPL
sample

SMR
Source, Maintenance and Recoverability Code

SN
serial number

SNT
serial number tracking

SOS
Source of supply, Support Operations Section

SPA
special purpose alteration

SPBS
Standard Property Book System

SPT
support

SPTR
Supply Transaction File

SRCE
source

SSA
Supply Support Activity

SSL
Shop Stock List

SSN
Social Security No

STA
status

STAMIS
Standard Army Mgmt Information System

STATUS
Supply Status File

STD
standard

STIC
Supply Transaction Identifier Code

STK
stock, -age

SUB
substitute

SUM
summary

SUP
supply

SUPPL
supplement, -al, -ary

SVC
service

SVD
Software Version Description

SYS ERR
system error

TAACOM
Theater Army Area Command

TASKS
Work Order Tasks File

TAT
turnaround time

TBL
table

TDA
Table of Distribution and Allowances

TEMP
temporary

TIC
Transaction Identifier Code

TMDE
test management and diagnostic equipment

TMS
type, model and series

TNG
training

TOE
table(s) of organization and equipment

TOF
top of form

TOT
total

TPF
task performance factor

TPFF
TPF File

TPRF
Task, Part and Requisition File

TRADOC
Training and Doctrine Cmd

TRANS
transport, -ation

TRF
transfer

TRNS
transaction

UIC
Unit Ident Code

ULC
unit level computer

ULDPR
Unit Level Deadlining Parts Report

ULLS
Unit Level Logistics System

UM
User Manual

UND
urgency of need designator

USAR
US Army Reserve

VAR
variance

WB
wage board

WC
work center

WK
week, -ly

WO
work order

WON
work order no

WORF
Work Order Register File

WPN
weapon

WR
work request

WRK
work

WRNT
warrant, -y

XREF
cross reference

YD
yard

YR
year

Section 2
Terms

Access (verb)
To ask a data base for information. See Inquiry.

Acronym
An artificial word formed from the first letter of each word (e.g., WON from work order number).

Activity
A group of subordinate processes.

Ad hoc inquiry
To query one file for information not available from a formal, printed report.

Alias
Alternate title of a data name, usually abbreviated.

Alphabetic (A)
The characteristic of being formed wholly by letters of the alphabet.

Alphanumeric (AN)
The characteristic of being formed by alphabetic, numeric or a combination of alphabetic and numeric characters.

Application
A set of functional computer programs and utilities. SAMS-1 is an application.

Application Development System (ADS)
Copyrighted name of the commercial software application program used in SAMS. See Convergent Solutions, Inc.

Application program
A set of computer instructions that allows you to complete a specific task activity; for example, order entry, invoicing, word processing.

Archive file
A term for a multivolume data set. Consists of 1 to 99 floppy disks or tape cartridges with the same volume name but different numeric suffixes. Used only with the Selective Backup, Backup Volume and Restore utilities.

Asynchronous transmission
Each character transmitted separately. Character preceded by start bit and followed by a stop bit. Data is transferred at a nonuniform rate, without a synchronizing clock signal; the transmission intervals between characters may be of unequal length.

Autorotation
Rotation of helicopter blades during emergency descent without power.

Backup copy
A duplicate copy of a volume, directory, or file that is usually archived or simply copied on a floppy diskette or archived on a tape cartridge.

Bar code
Computer-generated symbol for the description of an item.

Bar code label
A label affixed to an item which encodes its description.

Baseline
A version of the computer program. Expressed as a number; e.g., L21-00-01.

Baud rate
Number of signaling elements (bits) transmitted per second; rates from 300 to 9600 are available.

Boot
To boot the system is to start it by loading an Operating System, usually from the hard disk.

Buffer
Allows data to be stored in the printer.

Build (verb)
To create a file by entering data into computer memory.

CAM
Custom application module; the PROM that contains the application program.

Cannibalization
Authorized removal, under specified conditions, of serviceable and unserviceable parts, components and assemblies from materiel authorized for disposal.

Central Processing Unit
Part of the computer responsible for processing, storing, and retrieving data from memory.

Character
Any number, letter or symbol.

Character attribute
A character attribute controls the monitor display of a single character. The standard character attributes are reverse video, blinking, half-bright, and underlined. Also see line attribute and video attributes.

Click
To press and quickly release a mouse button (usually the left button) once, Clicking is usually performed to select or deselect an item or to activate a program or program feature.

Close
To shut down or exit a dialog box, window, or application.

Cluster
A terminal that is remote from the Central Processing Unit (CPU).

Command
An order or instruction given to the Executive by the user via certain keyboard entries.

Component
Combination of parts that are mounted together when manufactured and may be tested, replaced as a unit or repaired, (e.g., fuel pump). In electronic equipment, component is called module.

Compress (verb)
To reclaim space that is being wasted on a hard disk.

Configuration
An arrangement of parts or pieces.

Configuration file
A configuration file specifies the characteristics of a device attached to a communications channel. Examples of characteristics are number of characters per line, baud rate, and line control mode (XON/XOFF, CTS).

Consumption
Use of a repair part to complete a task, as opposed to issue of a part. An item is consumed when it loses its identity.

Contact scanner
A bar code scanner, the tip of which must be in contact with a bar code label.

Controlled exchange
Removal of serviceable parts, components, assemblies and subassemblies from unserviceable economically repairable material for immediate reuse in restoring a like item to FMC.

COOP
Procedures necessary to assure continued operations after an interruption occurs.

Cursor
The small flashing line that appears on the monitor screen that shows you where the next character will be entered.

Data
The information (letters, numbers, symbols) that the computer manipulates.

Data base
File or series of files that contain information.

Data communications
Transfer of data or information between computer-related devices, usually by use of modems and telephone lines.

Data element
Smallest unit of information (e.g., Customer UIC).

Data field
Area containing data with prescribed names.

Data link
The method of transferring data between computers. PCs data links are FM radio, direct connect with point-to-point wire, or commercial telephone lines.

Data name
Full title of a data element.

Data terminal equipment
Any piece of equipment where a communications path begins or ends.

Deadlining parts
Parts that cause inoperative equipment to be NMCS.

Default (verb or noun)
Action taken automatically by the computer if the operator does not act otherwise.

Device
A physical hardware unit such as a printer, floppy disk drive, or a hard disk drive.

Digital
Calculations and equipment that operate with ones and zeros in a binary system.

Direct connect modems
A modem connected directly to the computer and the telephone or other communication line; not acoustically coupled through the telephone handset.

Direct labor
Time (usually man-hours) to perform maintenance tasks, as opposed to time for supervision, overhead, military duties.

Direct labor effectiveness
Measurement (%) of the number of standard hours estimated versus the number used.

Direct labor utilization
Measurement (%) of the direct labor time versus total manhours available.

Directory
A group of related files within a specified volume.

Disk
Circular metal plate (hard disk) with magnetic material on both sides, rotated for reading or writing of data stored on the surfaces.

Disk drive (floppy)
The part of the computer into which you insert floppy diskettes.

Disk drive (hard)
A sealed unit within the PC that is the primary on-line mass storage device.

Diskette (floppy disk)
A thin, flexible disk covered with magnetic material (enclosed within a square jacket lined with material to lubricate and clean the plastic disk surface). The diskettes are used as a means of storing digital information.

Download
A communications procedure that takes information from storage in one device (usually the host computer) and transfers it to another device.

Dot matrix
A means by which printed characters are formed using a matrix of small dots. The matrix is defined by the number of dots in width by the number of dots in height. (For example 5x7, 5 dots wide by 7 dots high.)

Drop Down - Pull Down List
A list of options that appear to "drop down" from a menu bar when requested by either a mouse click or a keyboard selection.

Equipment Category Code (ECC)
Identifies categories of equipment by primary and secondary similarities. Aim is to consolidate stock numbers and equipment systems.

Equipment maintenance Physical acts of keeping equipment in an operational condition, restoring it to a serviceable condition, or improving its functional utility. Each action is called a task.

Equipment maintenance management
Process of forecasting, planning, organizing, staffing, directing, and controlling a maintenance organization.

Equipment Readiness Code (ERC)
One-digit alpha code explaining an item's importance to a unit's mission. (See appendix B.)

Error message
Information displayed on the monitor screen that identifies a fault condition.

Error Recovery Code (ERC)
Numeric code explaining types and causes of errors and how to correct them (See appendix D.)

Evacuate (verb)
To transfer a work order from one support activity to another.

Field
An area in which an entry is made on a record. A set of one or more characters. Also, a specific area of a screen or report.

Field help
To seek help when the control key and the F2 key (Ctrl-F2) are pressed.

Field wire
Wire used for communications by phone or modem between a base of operations and a field location or between one field location and another.

File
A collection of related records within a directory. Two types of files: working (active) files and reference (interactive) files.

Floppy disk
(See Diskette.)

Font
One complete set of characters with a consistent style and size. i.e., Times New Roman,12.

Form
Various kinds of paper for use in a printer; also one or more lines (displayed on monitor screen) in which you enter information by the keyboard.

Format
Arrangement of characters, lines, punctuation, etc., that determines the physical appearance of a form, page or screen. As it relates to a disk or diskette, see initialization.

Friction Feed
To feed paper through the printer using pressure against the platen.

Full duplex
A communication mode in which data can be transmitted and received simultaneously.

Full mission capable (FMC)
Ability of equipment to perform all of its assigned missions.

Function (noun)
Method used to carry out an act on a record or group of records, e.g., to add, delete, modify a record; to clear a screen; to scroll a file; to process data; to provide help to the operator.

Function key
One of the twelve keys in a horizontal row across the top of the keyboard. Labeled F1 through F12. Used to perform a transaction or to manipulate the screen.

Function key set
Display on a screen of the name(s) of one or more of the ten function keys. Purpose is to identify the key to use to perform a selected function. The display shows the name of the function (modify, add, etc.), but not the number of the key (F1, F2, etc.).

Gateway
Computer located at a central location. Contains data bases necessary to process supply requests.

Hardcopy
Any form of information or data displayed on paper.

Hardware
The physical components that make up the computer system including the CPU, monitor, keyboard, mouse, and printer.

Head
A term that refers to the device used to convert digital data into magnetic fields for storage on a hard disk, diskette, or tape volume. The head also converts stored magnetic data into electrical form for use or transfer in the computer.

Header record
The beginning record in a file or message transmission that contains identifying information for use by the receiving computer.

Highlight
A steady light, horizontal in shape, that covers a data field on the screen. Notifies the operator to select a process or transaction name from a list and enter that name.

Host
The computer being used in the transfer of information.

Icon
A small graphics image that represents application, a command, or a tool. Clicking or double-clicking on the image will cause an action.

Incremental backup
Process of archiving only those files created or modified on or after a specified date and time. The entire file(s), not just the modified portion, is archived.

Indirect labor
Time (usually man-hours) to perform supervision, overhead, military duties.

Initial program load (IPL)
Performed after installing a CAM to start the application program.

Inoperative Equipment Report (IER)
A document used to report inop equipment in SAMS. DA Form 5409.

Input/Output (I/O)
The term that describes the flow of information to and from a computer. Input is data sent from a peripheral device into the CPU. Output is data sent from the CPU to a peripheral device. To the user, input is data (raw facts) that the CPU will process; output is the finished product (information).

Inquiry
Asking/inquiring/ accessing a data base for information. Also called query.

Interface
A process or piece of hardware designed to make two different systems or devices work together.

Intra-shop work order
Sub-work order used when a component must be removed and repaired in another shop of the same support unit.

Julian date
Four digits (YDDD) to represent the numerical day in a year within a decade.

Julian day
Three digits (DDD) to represent the numerical day in a calendar year.

Keyboard
The part of the computer which allows you to manually enter data.
Key data
Group of characters, usually a field, to identify or locate a record.

Kilo
Prefix meaning one thousand (abbreviated K, e.g., 10K).

Laser scanner
A noncontact bar code scanner.

Leased lines
Telephone lines, physically connected at the central telephone offices, that provide a permanent circuit for private use on a data communications network.

Line attribute
A line attribute controls the presentation of a single line. The standard line attribute is cursor position. Also see character attribute and video attributes.

Light emitting diode (LED)
An electronic part used as an indicator lamp.

Literal (adjective or noun)
Actual name of a data element, without abbreviations or hyphens.

Local control identification number
A number used to control an item that has no serial number, or has a serial number that could be duplicated under different production contracts.

Logon (verb)
To sign into the system using the identification code assigned by the System Administrator.

Logout (verb)
To sign out when operations have finished.

Machine-generated
The characteristic of being a result of an action performed by a computer.

Maintenance operation management (MOM)
Management of the physical acts of equipment maintenance at a support activity (SAMS-1 site).

Maintenance program management (MPM)
Management of maintenance programs, policies and resources at a Major Army Command (MACOM).

Maintenance program operation management (MPOM)
Management at a level between the support activity and the major command. Equates with DISCOM and COSCOM (SAMS-2 sites).

Maintenance request (MR)
DA Form 2407 used to request a support activity to perform DS/GS maintenance. Replaces DA Form 5504.

Maintenance Support Team (MST)
Maintenance Team that performs work away from the shop.

Mega
Prefix meaning one million (abbreviated M, e.g. 10M).

Menu
A list of options displayed on the screen, by which you select alternative choices.

Menu Bar
Displays the menu items used to control the application.

Message line
See Prompt line.

Modem
A unit that modulates and demodulates digital information; a device which translates digital signals to analog signals; enabling transmission of the information across communication lines, which may be commercial telephone lines or field and radio. A compatible modem converts the signals back to digital at the receiving end.

Module
See Component.

Monitor
The part of the computer that displays information on television like units. See Screen and Terminal.

Mouse Button
The part of the mouse that can be pressed or clicked manually in order to control certain functions.

Mouse Pointer-Arrow
An indicator on a screen that shows where the next user-computer interaction will be. The pointer is also called a cursor.

Nonrequisitionable repair parts
Parts that cannot be requisitioned automatically by SAMS. Source code listed on Repair Part Master (RPM) File indicates RX, QSS or cannibalization point.

Non-valid customer
Unit not on UIC Master File of a support unit.

Not mission capable (NMC)
Inability of equipment to perform all of its missions.

Numeric (N)
The characteristic of being formed wholly by numbers.

Operating System
A set of programs the computer uses to perform basic functions. .

Ordinal date
Two numeric characters to denote the calendar year, followed by three numeric characters to denote the numerical day in that year (e.g., 97077 is the 77th day of 1997).

Organizational maintenance
Maintenance actions performed by the using (owning) organization. Now called unit maintenance.

Objective Supply Capability (OSC)
A process that expedites location, issue, and delivery of material at the tactical operations level.

Pacing item
Major equipment system of such importance to mission accomplishment that it receives continuous monitoring.

Parallel processing
Processing the individual parts of a whole at the same time instead of in series.

Parameter
Boundary or limit used to control certain computer actions. String of characters used to fill in a command format.

Parameter list
Multiple strings of characters used to fill in the field(s) of a form.

Parity
A term which refers to the attachment of an extra bit to a group of data bits that is being transferred from one location to another. The parity bit is either 1 or 0 depending on the number of 1=s in the group of data bits.

Password
A security measure. Can be assigned to user, device, volume, directory, file, or process. Once assigned, the password is needed to gain access to the designated levels of the system.

Peripheral
A term used to refer to the components of a computer other than the CPU. A floppy disk drive and a printer are examples of some common peripherals.

Platen
One of two flat members of the printing unit of a printer. It positions the paper and holds it while the printing key strikes.

Power-down
Term used to describe the steps for turning off the computer.

Power-up
Term used to describe the steps for turning on the computer.

Preset form
Inquiry output whose format is predetermined.

Printer
The part of the system that produces printed (hard copy) output.

Priority designator (PD)
Priority of a maintenance request. Two-position numeric code.

Programmable read only memory (PROM)
The multiprong unit that contains an application program.

Prompt line
One-line message in the upper left of a screen, above the screen title, to cue the operator (e.g., “Enter KEY data” or “Press [Enter]”, etc.). Also called message line.

Protected field
A display on a screen that cannot be changed.

Protocol
A set of technical customs or guidelines that govern the exchange of signal transmission and reception between equipment.

Query (verb or noun)
See Inquiry.

Queue
A waiting line, created by the computer when it is unable to take action immediately.

Queue manager
The queue manager controls named, priority-ordered, disk-based queues contained in queue entry files.

Random access memory
Memory cells that temporarily store data and can be addressed directly without a sequential read.

Read (verb)
An action taken by a computer on data already in a file or on a diskette (see Write).

Read only memory
Instructions and fixed data on a card or board in the computer.

Real-time processing
Updating a file when information is entered, so that the file is always current.

Reboot or reset button
Used to clear memory and reload the operating system.

Record
Subdivision of a file that consists of data about a specific thing.

Record format
A screen showing the order in which data are stored on a record.

Requisitionable repair part
A part that can be requisitioned automatically by a computer.

Reverse video
Black characters on a green background, instead of the usual green on black.

Sample data collection (SDC)
Selective reporting on specific equipment.

Screen
The video display terminal (VDT) portion of PC. Also called monitor.

Scroll (verb)
To move the highlight on a screen up or down using display keys or function keys.

Scroll file
A function that scrolls the highlight down the middle column of the screen to the eighth line when function key 8 is pressed in SAMS-2.

Sector
A section of storage within a disk track or tape.

Selective backup
Process of saving a selected file(s) to an archive file.

Self-diagnostic test
An automatic test that is run each time the PC is powered up; includes the bootstrap ROM and initialization tests.

Serial processing
Time-sequential processing of the individual parts of a whole (message, file); one unit immediately followed by another.

Server workstation
The PC workstation that provides file system, queue management facility and other services to remote workstations. In addition, it supports its own interactive and batch application systems.

Signal cable
The cable that carries information (not power) from one piece of hardware to another.

Software
Instructions in the form of programs that a computer uses to perform certain tasks or operations.

Software Version Description
Provides loading instructions for software change packages (SCP).

Space
Horizontal distance on a screen, usually the width of one character, on a line of typed, displayed or printed characters.

Special character
A character other than alpha or numeric (e.g., asterisk, plus sign).

Special file
See Virtual file.

Status code
A status code reports the success or failure of the requested operation or systems initialization.

Status frame
Top two lines on the monitor in Executive mode that provides continuously updated information on basic system status (e.g., system identification, user name, volume, directory, file prefix, date, and time.)

Status message
Message appearing on the monitor citing a fault in the file management system and/or processing status of software jobs.

String
Connected sequence of characters, words or other data elements.

Subdirectory
A collection of related files within a directory; named by setting a file prefix.

Submit file
A submit file substitutes characters in a file for those that would be input through the keyboard. Typically, a submit file contains all the commands needed to perform a common task and relieves the operator of repeated typing. Identified by the suffix 'SUB'.

Supplemental part
A part not known to be required until maintenance begins. Normally associated with off-line requisition of ASL items to prevent a work stoppage.

Synchronous transmission
Characters transmitted in groups, preceded and followed by control characters where the transmitting and receiving systems are functioning under control of a common clock.

System
Hardware, software and people to perform a set of tasks.

System administrator
The person responsible for planning, generating, extending, and controlling the use of PC hardware and software to improve productivity.

System software
The computer language programs that the PC uses to define and execute its operating features/ functions.

Task
Single maintenance action (e.g., replace plug).

Task completion data sheet
Use Task Worksheet, PCN AHN-038, to report tasks completed, and manhours expended.

TELCO
Receptacle on the modem used to connect the modem to the wall jack using a telephone signal cable.

TELSET
Receptacle on the rear panel of the modem for the cable supplied with the telephone set.

Terminal (noun)
Keyboard and video display. Also called KVDT.

Terminal emulation
A technique used to enable a device designed for one type of operation to behave as another type device.

Tractor Feed

A device that pulls continuous feed paper through the printer.

Trailer record
A record that follows data. Used in some communications protocols and in system data exchanges (such as diskette transfers) to identify how many diskettes are in a series, data destination, etc.

Transaction
Action (e.g., add, delete) on a record or group of records.

Transit Case
Container for transporting or storing equipment.

Unclick
Disable or deselect an item or to deactivate a program or program feature.

Unit Identification Code (UIC)
Six-character code assigned to a specific unit. Six AN for support or customer unit; six A for SAMS-2 site.

Unit Level Deadlining Parts Report (ULDPR)
Form used by customers to report parts that cause equipment to be NMCS. DA Form 5410.

Unit Level Logistics System (ULLS)
Automates PLL/TAMMS functions at the unit level.

Upload
A communications procedure that takes information from storage in one device and transfers it to another device (usually the host computer).

Version
A specific release of a software product. Usually numbered in ascending order. For example Windows NT 4.0 is a later version than Windows NT 3.5.

Video attributes
Video attributes control the visual presentation of characters on the screen. There are three kinds of video attributes: screen, line, and character. Also see Character attribute and Line attribute.

Virtual file
In Ad Hoc Inquiry, two or more files that are combined temporarily. Also called special file.

Volume
Disk, diskette, hard disk and tape that has been formatted to store data.

Window
Space on a screen for special displays (e.g., list of UICs for scrolling).

Work Order Number (WON)
Twelve-character alphanumeric code assigned to a work order to control work.

Work order parts adjust-ment
Transfer of part(s) to another work order or to shop stock.

Write (verb)
An action by a computer to place new data in a file or on a diskette.

APPENDIX B

Codes

SAMS Codes

B-1 Account Processing Code (APC). A code for costing and budgeting identification of customers and organizations; prescribed by the Finance and Accounting Office (FAO). These codes are applicable to DA Form 2407, Block 18. (See TM 38-711-13; data items and codes are prescribed locally.)

B-2 Assigned (ASG) Labor Code. These codes have two functions, labor assignment and labor distribution.

a. A Labor Code (direct or indirect) is assigned to each of the workers listed on the SAMS-1 personnel file. This is called an Assigned (ASG) Labor Code. (See paragraph B-2 c. for definitions.) There are eight ASG Labor Codes:

Direct Labor	Indirect Labor
01 ..... Direct Labor	03 ..... Supervision
06 ..... Quality Inspection	04 ..... Maintenance Administration
	11 ..... Vehicle Operation
	13 ..... Support Operations
	16 ..... Maintenance Management
	17 ..... Equipment Operation

b. Expended manhours are separated into 11 labor categories. Each labor category is either Direct Labor (DL), Indirect Labor (IDL), or Nonproductive (NP). Some categories are the same type of labor represented by Assigned Labor Codes. (The remainder are defined in paragraph B-2.d.)

Labor Category	Category Description
Direct Labor (DL)	01 - Direct Labor 06 - Quality Inspection
Maintenance Management (IDL)	03 - Civilian Supervision 16 - Maintenance Management (Military Supervisor)

Maintenance Administration (IDL)	04 - Maintenance Administration - Standardization - Maintenance Meetings
Equipment Operation (IDL)	11 - Vehicle Operation 17 - Equipment Operation
Support Operations (IDL)	13 - Plant/Equipment Maintenance 13 - Cleaning and Policing 13 - Stock Chasing 13 - Materiel Control 13 - Military Equipment 13 - Cannibalization 13 - Travel Time
Maintenance Technical Training (IDL)	Maintenance On-Installation Technical and/or Proficiency Training
Lag Time (NP)	Lag - Awaiting Assistance Lag - Awaiting Equipment, Tools, or Facility Space Lag - Awaiting Transportation Lag - Weather Lag - Parts Lag - Break
Military Training (NP)	Military Training
Military Unit Duties (NP)	Alert Duty Organizational or Installation Duties Flying (other than functional check flight) Personnel Processing
TDY (NP)	TDY - Maintenance Duty TDY - Other
Other (NP)	Compensatory Time-Off for Overtime Excused from Duty Leave - Official Sick Leave - Civilian Medical Absence Personal Affairs AWOL/Confined LWOP Job-Related Injury

Administrative Leave

c. Assigned Labor Code definitions are:

01 ..... Direct Labor. All labor expended on equipment, components, or parts for which a work center is given maintenance repair or manufacture responsibility will be charged to this code. An individual with this Assigned Labor Code will be the mechanic/technician; person performing the actual repair, adjustment, parts replacement, or testing after repairs have been made.

06 ..... Quality Inspection. Manhours expended in performing routine and special quality inspections of equipment and records; researching and conducting special subject inspections; or inspections of activities, facilities, and equipment will be charged to this code. An individual with this assigned labor code will be performing initial, in-progress, and final inspection on equipment. He may be performing QA visits.

03 ..... Civilian Supervision. Manhours expended by civilian work center supervisors in planning, organizing, coordinating, directing, and controlling the efforts of the maintenance personnel under their supervision will be charged to this code. All military personnel assigned in a supervisory position will use code 16. Personnel assigned to codes 03 or 16 should be spending more than 50 percent of their time in a supervisory capacity.

04 ..... Maintenance Administration. Manhours expended doing typing, filing, stenographic, statistical, messenger, or any similar administrative work. This code normally applies to maintenance control personnel and technical administrative personnel. If the SAMS-1/TACCS operator enters data into the computer full time, his Assigned Labor Code should be 04.

11 ..... Vehicle Operation. Manhours expended in operation of vehicles assigned to the maintenance activity (including operator maintenance) will be charged to this code. This code will not be used when the time can be charged to another labor code or category. For example, using a truck in procuring and transporting parts should be charged to Stock Chasing. Stock Chasing is in Support Operations labor category. Therefore, it should be input as time expended on Support Operations on the SAMS-1 Personnel File input screen.

13 ..... Support Operations. Manhours expended in the operation or maintenance of tool cribs; bench or shop stocks; requisitioning, inventory, receiving, crating or uncrating supplies will be charged to this code.

16 ..... Maintenance Management. Manhours expended by all military personnel assigned in a supervisory position when planning, organizing, coordinating, and directing maintenance will be charged to this code.

17 ..... Equipment Operation. Manhours expended by personnel in the operation of equipment assigned to the maintenance activity (including operator maintenance), will be charged to this code. Do not use this code when the time can be charged to another labor code or category. For example, operating a crane in conjunction with removal of a powerpack, gun tube, etc., will be charged to Direct Labor (01).

d. Labor Category Description definitions are:

Support Operations.

..... Plant Equipment Maintenance: All manhours expended in repair, upkeep, and servicing of maintenance equipment (when not directed by DA Form 2407) will be charged to this code. Servicing and cleaning at the end of a job or shift is Direct Labor and is logged into the SAMS-1 system through task processes.

..... Cleaning and Policing: Manhours expended in general housekeeping including cleaning and policing around industrial areas and shop, removal of snow from industrial areas, etc. The routine cleaning and policing at the end of a job or shift is Direct Labor and is logged into the SAMS-1 system through task processes.

..... Stock Chasing: Manhours expended in researching or procuring parts and supplies, including transportation or vehicle driving to pick up or deliver the part(s) will be charged to this code.

..... Materiel Control: Manhours expended in the operation or maintenance of tool cribs; bench or shop stocks; requisitioning, inventory, receiving, crating or uncrating supplies.

..... Military Equipment: Manhours spent in issue, handling, loading, unloading, processing/deprocessing, or in-storage support of military equipment.

..... Cannibalization: Manhours spent in research and processing of paperwork in connection with cannibalization of equipment. The labor expended in actual removal and installation of cannibalized parts, bits, or pieces will be recorded on the actual data forms and will be input as Direct Labor.

..... Travel Time to and from Maintenance Jobs: Manhours spent in travelling to, from, or between jobs which exceeds 18 minutes. Travel time not exceeding 18 minutes will be counted as Direct Labor. Time spent awaiting transportation will be counted as Lag Time - Awaiting Transportation.

Maintenance Technical Training.

..... Attending maintenance related lectures, movies, and job demonstrations pertaining to skill development, career progression, or cross-training in or for a specific MOS or job series code. SQT training for a maintenance or supply MOS is an example of this. General soldier subjects are excluded and accounted for as nonproductive time charged to Military Training.

..... Technical publication familiarization. This does not include the use of technical publications during actual work.

..... MOS related equipment or vehicle operator testing, written or oral.

..... Receiving formalized instruction, including contractor technician, or familiarization in the operating and maintenance of tools and equipment.

..... Preparing for and giving classroom or group instruction.

Lag Time.

..... Lag - Awaiting Assistance: Manhours lost due to lack of assistance. Examples of this are Lag - awaiting quality control inspection specialist, or Lag - awaiting assistance in starting up or turning off equipment requiring more than one operator.

..... Lag - Awaiting Equipment, Tools, or Facility Space: Manhours lost waiting for equipment, tools, or facility space. Collection or issue of tools and equipment to accomplish a maintenance job will be charged to the Lag NP category. Any delay in collection or use of tools and equipment will be considered the same.

..... Lag - Awaiting Transportation: Manhours lost due to lack of transportation to or from a job.

..... Lag - Weather: Manhours lost due to inclement weather when work is interrupted and personnel remain at the duty station.

..... Lag - Parts: Manhours lost due to the lack of parts or waiting for parts to be delivered.

..... Lag - Break: Manhours lost due to authorized breaks taken during the day.

Military Training.

..... Manhours expended in nontechnical training. This includes personnel inspection, warfare lectures, character guidance, commander's call; demonstrations on safety, security, or fire prevention; organizational training requirements, etc.

Military Unit Duties.

..... Alert Duty: All manhours expended while awaiting on alert status/readiness tests/deployment exercises; standing by for crash alert or on missile firing alert when no work is being accomplished.

..... Organization or Installation Duties: Manhours lost to pay call, barracks orderly, furnace stoker, barracks duty, fireguard, dining facility head count/mess checker, KP, athletic program, military court, maintenance of organization area; appointment with commander, first sergeant, personnel officers, officers of the day, etc.

..... Flying: Manhours expended by maintenance personnel while flying as part of their official duty. Manhours expended on functional check flights will be charged to Direct Labor (01).

..... Personal Processing: Manhours expended processing in or out of the assigned organization, including interim processing while assigned to the work center. Processing includes reporting through personnel (military and civilian), incoming and outgoing medical processing, meeting the commander, reporting through maintenance office, etc.

TDY.

..... TDY - Maintenance Duty: Manhours expended on TDY as a member of support team/contact team performing maintenance while in a TDY status will be charged to this NP category. Detailed procedures for manhour accounting during the period of TDY will be established by the MACOM.

..... TDY - Other: Manhours spent in TDY status, not described in code.

Other.

..... Compensatory Time-Off for Overtime: Manhours spent during duty as time-off to compensate for overtime.

..... Excused from Duty: Manhours excused from duty (other than comp time or overtime; Leave, Official; and Personal Affairs.

..... Leave - Official: Manhours spent on official leave.

..... Sick Leave - Civilian: Manhours charged to civilian sick leave.

..... Medical Absence: Manhours spent on sick call; confined in the hospital or sick in quarters; dental treatment; blood donations; physical examinations; immunizations; etc.

..... Personal Affairs: Manhours used when an individual requests permission to leave his place of duty to take care of semiofficial or personal matters. Some examples are: visits to the PX, commissary, barber shop, laundry, auto registration, library, post office, legal office, clothing sales store, chaplain, Civilian Personnel Office, Red Cross, etc.

..... AWOL or Confined: Unauthorized absence from maintenance duty, including tardiness. This code will also be used to record manhours lost as a result of an individual being retained in either civil or military custody until he is dropped from assignment, or returns to the work center.

..... LWOP: Authorized or unauthorized absence from maintenance duty by civilian personnel in a leave without pay (LWOP) status.

..... Injury on Job (Civilian): Manhours spent on authorized leave as a result of a job related traumatic injury. This leave cannot exceed 45 days.

..... Administrative Leave: Manhours spent in a non-duty absence status due to administrative closure of an agency, activity, or installation.

B-3 Commodity Code (CMDTY CD). This code is used to differentiate fiscal cost by type of equipment worked on. This code is not the first position of the ECC. (See AR 37-100 series.)

A..... Aircraft

B..... Automotive

C..... Combat Vehicle

D..... Construction Equipment

E..... Communications/Electronics

F..... Missile

G..... Floating Equipment

H.....Munitions

I.....Weapons/Armament

J..... Rail Equipment

K.....General Equipment

L.....Commodity Groups

M.....Audio-Visual

B-4 Condition Code (COND CD). A code which classifies materiel by denoting the degree of serviceability, condition and completeness in terms of readiness for issue. (See AR 725-50.)

A..... Serviceable (issuable without qualification)

F..... Unserviceable (repairable)

H..... Unserviceable (condemned)

B-5 Demand Code (DMD CD). This code is used to indicate, to the management element of a distribution system, if a demand is recurring or nonrecurring. It is entered into Military Standard Requisitioning and Issue Procedures (MILSTRIP) requisitions by a requisitioner. These codes are applicable to SAMS forms that have a DMD CD block. (See DOD 4140.17-M and AR 725-50.)

R..... Recurring demand. A requisition for normal stock replenishment requirements.

N..... Nonrecurring demand. A requisition for requirements not covered by any other demand code.

P..... Nonrecurring demand for special program/requirements. Stocks are known to have been acquired by the ICP in anticipation of such demands.

B-6 Demilitarization Code (DEMIL CD). A code that is used to identify materiel that must be demilitarized (rendered unfit for military use) at turn-in. The code will be passed by SARSS during the

catalog update. The code will be displayed on the RPM record and annotated to any Recoverable/Excess Turn-In documents or reports. The Demil Code field is a read only field. (See AR 708-1.)

A..... Non-Munitions List Item (MLI - No demilitarization required.)

B..... MLI - No demilitarization required.

C..... Required IAW DOD 4160.2-M-1.

D..... DEMIL by mutilation by melting, cutting, tearing, scratching, crushing, breaking, punching, neutralizing, etc.

E..... DEMIL by burning, shredding, or pulping.

F..... Item Manager provides orders to demilitarize.

G..... DEMIL required-AEDA. Declass and/or removal of sensitive markings or information prior to physical transfer to a DRMO (Defense Reutilization and Marketing Office).

H..... Remove and/or DEMIL key points per DOD 4160.21.M-1 only. (Note - "key points" refers to items that are required to make a bigger item work.)

J..... DEMIL by mutilation in overseas areas.

K..... DEMIL by burning, shredding, or pulping in overseas areas.

L..... DEMIL by mutilation, (as defined in code D); only applies to an item identified as being a component of a key point on a major end item.

M..... DEMIL by mutilation, (as defined in code D); only applies to an item identified as being a component of a key point on a major end item.

N..... DEMIL by removal and destruction of all nameplates, label plates, meter faceplates, tags, etc. which relate the item to a weapons system/end item application.

P..... Security Classified Item Declassification and any other required DEMIL and removal of any sensitive markings or information will be accomplished prior to accountability or physical transfer to a DRMO.

Q..... Strategic List Items - mutilate to the extent necessary to preclude restoration to normal use and prevent recovery of essential component parts or assemblies (Overseas Only).

B-7 Equipment Readiness Code (ERC). A code that is used to annotate each line number on each MTOE as to whether the item is a primary weapon and equipment, auxiliary equipment, or administrative support element. These codes are applicable to DA Form 5409, Block 7. (See AR 220-1.)

A..... Primary Weapons and Equipment (PWE): Major equipment essential to and employed directly in the accomplishment of assigned operational missions and tasks.

B..... Auxillary Equipment (AE): Equipment that supplements primary equipment or takes the place of primary equipment should the primary equipment become inoperative.

C..... Administrative Support Equipment (ASE): Equipment supportive to the performance of assigned operational mission and task.

P ..... Pacing Items: Major weapon systems or equipment so important that they are continuously monitored and managed at all levels of command. These items pace Army readiness as a whole. SAMS unique items so coded are also considered standard ERC A.

B-8 File Input Action Code (FILE INPUT ACT CD). This code is used to describe the record action to be taken. These codes are applicable to DA Form 2407, Blocks 27a and 28a; DA Form 5409, Block 1; and DA Form 5410, Block 1. (This code is SAMS unique.)

A..... Addition of a record to the file

D..... Deletion of a record from the file

C..... Correction to a record

B-9 Identifying Number (ID). This code entered into Block 6, DA Form 2407 identifies the type of number in the NSN field; i.e., A=National Stock Number.

A..... National Stock Number (NSN)

M..... Army Commercial Vehicle Code (ACVC) Number

C..... Manufacturer's Code and Reference Number

P..... Other numbers

D..... Management Control Number (MCN)

B-10 Level of Work Code (LEVEL OF WORK). A code that identifies the lowest maintenance level with the capability to perform complete repair; i.e., all authorized maintenance functions. These codes are applicable to DA Form 2407, Block 20. (See AR 750-1.)

O..... Unit level

D..... Depot

F..... Direct Support

L..... Special Repair Activity

H..... General Support

B-11 Maintenance Priority Designator Code (PD). A code entered on a maintenance request to indicate its priority. The priority is determined, assigned, and equivalent to the priority designator in Military Standard Requisitioning and Issue Procedures (MILSTRIP) based on Urgency of Need Designator (UND) and the Force Activity Designator (FAD). These codes are applicable to DA Form 2407, Block 13. (See AR 750-1.)

01..... UND A, FAD I	04..... UND B, FAD I	11..... UND C, FAD I
02..... UND A, FAD II	05..... UND B, FAD II	12..... UND C, FAD II
03..... UND A, FAD III	06..... UND B, FAD III	13..... UND C, FAD III

07..... UND A, FAD IV 09..... UND B, FAD IV 14 ..... UND C, FAD IV

08..... UND A, FAD V 10..... UND B, FAD V 15 ..... UND C, FAD V

B-12 Not Mission Capable Supply (NMCS) Code. A code to identify those parts that will cause (if the parts are not available) an NMC condition. These codes are applicable to DA Form 2407, Section VI, Part Requirements, Block 28h. Repair parts NMCS Code designates Y (yes) if failure to get a part causes the item to become NMCS; N (no) if item will not become NMCS.

B-13 NMC Time for AMSS Reporting. Shown below is the NMC Category for each Work Request Status Code. This chart only applies to INOP equipment at the ULLS and SAMS level. For example, STA Code Q is used at support level and counts NMCM downtime at support level only. STA Code S stops NMC downtime at both levels unless the equipment is still INOP at the unit level.

Work Request Status Codes / Mission Capable Category			
Work Request Status Codes	Status Reported by	NMC Category	NMC time charged to
A B C E H J M O P Q 6 7 8	Support WON	NMCM	Support
F G R S T V W X Y Z 9	Support WON	NMCM	Unit
L 1	Support WON	NMCS	Support
N	Unit ORGWON Support WON	NMCD	Depot Support
A B C E H J M O	Unit ORGWON	NMCM	Unit
1	Unit ORGWON	NMCS	Unit
0	Unit ORGWON Support WON	NMCE	Unit Support
D I K U	Unit ORGWON Support WON	FMC	No NMC time
Status codes A B C E I J M N O U can be used at unit and support level. Code 0 is used at unit level for AMSS reporting, and at support level in preparation for evacuation. All other codes are reserved for support use.			

Not Mission Category Key:

NMCM.....Not Mission Capable Maintenance.
NMCS.....Not Mission Capable Supply
NMCD.....Not Mission Capable Depot
NMCE.....Not Mission Capable Evacuation
FMC.....Full Mission Capable

Figure B.13.-1. NMC Time by Work Request Status Code.

B-14 Operational Readiness Float (ORF) Transaction Code. A code that identifies the status of an ORF item. These codes are entered at the Register Parent Work Order process.

Alpha	Definition/Reason for Non Issue
I	Issue and Demand
R	A float account item work ordered for repair
L	No Issue, authorized but not on hand - Demand
Z	A float Issue - Do not count the Demand

* Of the above codes, all count as a Demand Z.

B-15 OSC Response Code.

Response Code	Message
01	NSN was not found on the AMDF. Request has been forwarded to your SSA for action.
02	NSN unit of issue does not match the AMDF unit of issue. Request has been forwarded to your SSA for action.
03	AMDF acquisition advice code (AAC) edit indicates local purchase (SAILS). Request has been forwarded to your SSA for action.
04	AMDF acquisition advice code (AAC) indicates the NSN is no longer valid. Request has been forwarded to your SSA for action.
05	Extended price (quantity time unit price) exceeds the dollar threshold. Request has been sent to your SSA for action.
06	Request cannot be processed due to lack of consumer funds. Request has been forwarded to your SSA for action.
07	Request cannot be processed due to lack of stock funds. Request has been forwarded to your SSA for action.
08	NSN is available from your SSA. Request has been forwarded to your SSA for action.
09	NSN is DS/GS reparable and SSA has excess on hand. Request has been forwarded to your SSA for action.

10 NSN requested is AIMI and has been sent to the AIMI manager for action. BA status has been posted.

11 NSN requested is available at ____. Referral order has been forwarded and should be issued in 1-3 days. BA status has been posted.

12 NSN requested is available at ____. Request has been forwarded and should be issued in 1-3 days. BA status has been posted.

13 DOC NO. has been placed on backorder and the ASL replenished. BB status has been posted.

14 DOC NO. has been passed to the source of supply (wholesale). BM status has been posted.

15 DOC NO. has been passed to the source of supply. BA status has been posted.

16 NSN requested is AIMI and has been placed on backorder. BB status has been posted.

17 NSN requested is DS/GS reparable and has been placed on backorder. BB status has been posted.

18 The Gateway was unable to process request. Unknown error. Request has been forwarded to your SSA for action. Research following conditions for rejection:

a. Invalid DIC. Valid DICs for requisitions are A0A, A0B, A0D, A01, A02 and A04.

b. Invalid NSN. The NSN of the transaction contains preceding or embedded blanks.

c. Invalid MCN. The MCN contains preceding or embedded blanks.

d. Invalid Part Number. The Part Number in the transaction contains preceding or embedded blanks.

e. Invalid SCMC. The SCMC in the AMDF Table is not equal to 2, 3, 4 or 9. The OSC Gateway is unable to determine the supporting Direct Support Unit (DSU) for the Standard Army Maintenance System Level 1 (SAMS-1) requisition.

f. Invalid Support DSU. The SCMC in the AMDF Table is equal to 2, 3, 4 or 9. The row in the DODAAC Table containing the applicable spt_abf_a, spt_abf_f, etc., field contains blanks or nulls.

The OSC Gateway is unable to determine the supporting DSU for the SAMS-1 requisition.

g. Invalid PD. The Priority Designator Code of the transaction is not 01 through 15.

20 NSN is Quick Supply Store (QSS) item. Request has been forwarded to your SSA for action.

21 Request has an invalid DODAAC. Request has been forwarded to your SSA for action.

22 Request is not a unit level DODAAC. Request has been forwarded to your SSA for action.

23 Excess stock found locally. NSN requested on DON _____ is available at _____. Referral order has been forwarded and should be issued in one to three days. BA status has been posted.

24 NSN is invalid, or blanks or embedded spaces were found in the NSN during processing of the A0A or A01. No action was taken.

25 MCN is invalid or blanks or embedded spaces were found in the MCN during processing of the A0D or A04. No action was taken.

26 Blanks or embedded spaces were found in the Part Number during processing of the A0B or A02. No action was taken.

27 The SCMC on the AMDF table is blank. No action was taken.

28 The SCMC or SIC for the item cannot be converted to a Support DSU. No action was taken.

29 Invalid PD. The priority Designator Code of the transaction is not 01 through 15. No action was taken.

70 OCONUS only. SAILS will local purchase. BM has been posted.

71 OCONUS only. SAILS will pass to TAMMC. BM has been posted.

B-16 Part Source Code (SRC). This code designates the method and the source for obtaining repair parts.

A..... Authorized Stockage List (ASL) at SARSS is the source of this item. SAMS-1 generates a document number for this part and requisitions automatically.

C..... Cannibalization is the source of this part. SAMS-1 allows ordering the part manually from the cannibalization point. The transaction is not written to the Supply Transaction File (SPTR).

D..... Reparable Exchange (RX) is the source of this item. SAMS-1 will create a request for issue and also a turn-in document (D6Z) for each item to be exchanged. The requisition is written automatically. The D6Z is prepared by SAMS-1 in hard copy.

E ..... Fabrication from piece parts is the source of the part. SAMS-1 allows ordering the part manually. The transaction is not written to the SPTR.

F..... Self Service Supply Center (SSSC) is the source of the part. SAMS-1 allows ordering the part manually. The transaction is not written to the SPTR.

G..... Maintenance Program Requirement. The repair part is furnished from prepositioned stocks. SAMS-1 allows ordering the part manually. The transaction is not written to the SPTR.

H..... ASL is the source of the part, but exception data is required and AOE manual procedures must be used. SAMS-1 will generate a document number and tell the operator to prepare a DA Form 1348-6 manually to provide information that cannot be furnished automatically. This code may also be used for local purchase items. The transaction is not written automatically.

J ..... Quick Supply Store (QSS) is the source of the part. SAMS-1 allows ordering the part manually. The transaction is not written to the SPTR.

S..... Shop Stock List (SSL) is the source of the part. SAMS-1 will generate a document number and requisition automatically.

B-17 Project Code (PROJ CD). A code to identify requisitions and related documents and shipments. Also to accumulate intraservice performance and cost data on special projects, programs, certain operations, exercises, and maneuvers. Codes will be assigned and broadcast by AMC in coordination with HQDA DCSLOG, prior to their use. The 9-series codes are reserved for OSD/JCS projects. PROJ CD, if authorized for your use by AMC, are applicable to DA Form 2407, Block 17. (See DOD 4140.17-M, DOD 4100.39D, AR 725-50.)

B-18 Shop Section Code (SHOP SEC CD). This code is assigned to a particular maintenance company shop section to uniquely identify it. Data codes A thru Z are determined locally by each maintenance battalion. These codes are applicable to DA Form 2407, Block 3b. Examples: A=Automotive Shop, B=Battery Shop, C=Commo Shop, etc. (This code is SAMS unique.)

B-19 Stockage List Code (SLC). A code that gives the reason an item of supply is stocked. These codes are listed in DA Pam 710-2-2. (Code Y is SAMS unique.)

SSL Replen	Recalc RO/ROP	Demands - Parts Maint

M	Mission supported (AMF, Reforger)	Y		Y
P	Provisioning stock (M-1 Tank testing)	Y		
Q.....	Stockage demand supported (ASL, SSL)	Y	Y	Y
Y.....	Substitute stockage item			
Z	Non Stockage List (NSL) item			Y

B-20 Suffix Identification Code (SFX CD). This code allows the operator to use the same record key (i.e., work order number, task number, identification code, and National Stock Number) when adding the same NSN to a file. It enables the operator to bypass edits that normally would reject as being duplicate. This code is applicable to DA Form 2407, Block 28e. Blank and A thru Z are the allowed entries. (This code is SAMS unique.)

B-21 Supply Support Activity Designator (SSA DSG) Code. This code enables SAMS-1 to transfer work order parts and part replenishment requests to more than one source of supply. It identifies the supply support activity that supports a unit or a stocked part requirement. It is entered on the UIC Support, UIC Customer, SSL, BSL, and Diskette/Comm Parameter records.

A..... Division main maintenance DSU of supply of common repair parts, or nondivision DSU for supply and maintenance of all items (Main Class IX).

B ..... Division forward DSU

C ..... Division forward DSU

D..... Division forward DSU

E ..... Division forward DSU

F..... Division main aircraft DSU

G..... Division forward DSU

H..... Division main missile DSU

J ..... Division forward DSU

K..... Division main supply DSU for general supplies, construction material, packaged petroleum, and major end items.

B-22 Supply Transaction Identifier Code (STIC). This code is used to separate parts records into categories and is used to process supply transactions from SAMS to the supply support activity (SSA). (This code is SAMS unique.)

B ..... A requisition for a bench stock item T .....Turn-in item

O..... Other (not B, S, or W)

R.....Recoverable item

S..... A requisition for SSL replenishment

W .....A requisition for a WO part

B-23 Task Sequence Number. This code is used to identify work order tasks with associated repair parts. It is a 3-position alphanumeric code (no special characters). The first position is an alpha character (A thru Z) which stands for the shop section performing the work. The last two positions contain a numeric serial number (01 thru 99). It denotes the sequence of a task in relation to the total tasks for a selected shop section. An example of a Task Sequence Number is shown below:

B 0 2
Ω Ø
Ω The second of a series of tasks.
Ø
The shop section (code) assigned the task.

B-24 Type Maintenance Request Code (TYPE MNT REQ CD). This code is used to describe the maintenance action requested. These codes are applicable to DA Form 2407, Block 5. (This code is SAMS unique.)

1..... Return to user. Maintenance actions need to be performed and the equipment returned to the user.

2..... Modification normal. A modification, special purpose alteration, or special mission alteration is required to be applied on an item of equipment.

3..... Modification urgent/limited. An urgent or limited modification or safety recall order is required to be applied on an item of equipment.

6..... Cosmetic maintenance. Indicates body work, painting, etc.

A .....Estimated cost of damages. A request for inspection to identify cost of repairs of a specific damage, as in an accident.

C.....Classification. A request for the performance of an inspection to determine the classification code for turn in to the supply system.

D .....Reparable exchange. A request for repair if items are in support of a reparable exchange (RX) program.

F.....Return to stock. A work indicating periodic maintenance is required.

7..... Sample data collection. Data provided by user in response to query by support maintenance.

8..... Usage device change. Data recorded by customer unit to support unit upon change of a usage-recording device (miles, rounds, hours).

9..... Production. A work request applicable to more than one item, usually controlled by a maintenance control number, when a production line type of operation may be applied.

H .....Recall maintenance. that can be identified and scheduled in advance.

J.....Component change. Data recorded by a customer unit upon change.

K .....Oil analysis recommendation. The maintenance request is being generated as the result of an oil analysis laboratory recommendation.

B-25 Unit Category Code. This code is used in conjunction with unit status reporting (AR 220-1) to designate categories of units within divisions (fwd), separate brigades, and armored cavalry regiments.

M ..... Maneuver - units directly interacting with an opposing force, as infantry, armor, and cavalry.

F..... Fire support - units providing fire support to maneuver units, as artillery.

S..... Support - units providing support other than fire support to maneuver units.

B-26 Utilization Code. A 1-digit alphanumeric character representing unit/equipment nature of use.

0..... Active Components (except as otherwise listed)

4..... Operational readiness float (ORF)

7..... Army National Guard, except MATES

8..... Army National Guard (MATES)

9..... Air Force National Guard units

A..... Army Reserve units, except equipment pools

B ..... Army Reserve units, equipment pools

Y ..... POMCUS in Europe

B-27 Weapon System Deadlined Code (WS D/L). This code is used to indicate the mission capability of the weapon system. Used when reporting a deadlined system. These codes are applicable to DA Form 5409, Block 8. (This code is SAMS unique.)

Y..... Deadlines system (not mission capable)

N..... Not system applicable/does not deadline system

P ..... Impairs system (partial mission capable). (Aviation only)

B-28 Work Request NMC Indicator Codes. A maintenance indicator code that denotes the NMC status of a work request in the maintenance shops. These codes will only be used with work orders that have a 0 or a 2 in the sixth position of the ORG WON that identify reportable inoperative equipment. A 0 denotes reportable ground or missile equipment, and a 2 denotes reportable aircraft. These codes are applicable to all SAMS forms which have a STA block, and are intended to provide units and higher headquarters with timely AMSS status. These codes are SAMS unique.

2..... Stops NMC time. Item remains in the maintenance activity for non NMC work (e.g., painting). Must be followed by a valid work request status code. (Full Mission Capable.)

3..... Restart NMC time. Must be preceded by a 2, stopping NMC time. Must be followed by a valid work request status code. (Not Mission Capable for Maintenance.)

B-29 Work Request Status Code (STA). A code that indicates the status of a work request in the maintenance shops at all levels . These codes are applicable to all SAMS and ULLS forms which have an STA block.

A..... Awaiting initial inspection. Includes initial inspection, acceptance and parts determination. Code can be used at unit level.

B..... In shop. Code can be used at unit level.

C..... Awaiting shop. The initial and acceptance inspections have been completed and parts are on hand. Code can be used at unit level.

D..... Deferred. Equipment in use, awaiting scheduled maintenance (may or may not be awaiting parts) and not considered high priority in that equipment is operating but requires some maintenance or modification. Can be used at unit level.

E ..... Awaiting final inspection. Can be used at unit level.

F..... Final inspection complete. Includes final inspection and work order/log book completion.

G..... Test flight or maintenance operational check.

H..... Awaiting disposition instructions from a higher source.

I ..... Awaiting shop while awaiting non NMC (not NMCS) parts. Cannot be used if due-in parts are NMCS. Code can be used at unit level.

J ..... In shop awaiting parts, work continues. The calculation for NMCS/NMCM will remain in NMCM. This code was designed for aircraft but may be used for other items requiring maintenance. Code can be used at unit level.

K..... Awaiting non NMC parts (not NMCS). No further repair actions can be made because the non-deadlining parts are not available.

L ..... EVAC NMCS. Item that was evacuated to another maintenance activity and is now in NMCS status at the other activity.

M ..... EVAC NMCM. Item evacuated to another maintenance activity for repair and return. Code can be used at unit level.

N..... EVAC Depot. Equipment that is in a depot, or in for depot level repair (i.e. overhaul/MWO being performed). Code can be used at unit level.

O..... Awaiting evacuation. Code can be used at unit level.

P ..... Deadlined for lack of: facility, tools, test equipment, completion of intra-shop work requests.

Q..... Awaiting estimated cost of damage (ECOD) actions. Items awaiting the release of surveying officer before repairs can be started.

R..... Awaiting pickup. Item has been repaired (or appropriate action taken), and the owning unit has been notified. Before this status code can be used, the work order must be closed.

S..... Closed, completed this maintenance activity. Repairs have been completed by the support activity receiving the end item or component. Work request is closed.

T ..... Closed, completed by other maintenance activity. Repairs have been completed and returned by the other activity to the support activity. Work request is closed.

U..... Picked up, must be closed first. Code can be used at unit level.

At unit level . . . . Closed the ORG WON. All related records on the Inoperative Equipment File will be closed. All INOP time stops.

At DS/GS level . . . . Picked up by customer. The SPT WON and all related DS work orders will be deleted from SAMS-1 during the next Weekly WO Transfer process.

V..... Closed. Requirement satisfied by ORF exchange.

W..... Work request closed. Pending turn-in as uneconomically repairable or nonrepairable (classification).

X..... Work request closed. It exceeded time limits or maintenance capability (Condition Code F).

Y..... Work request is closed. It did not meet acceptance standards. If inoperative DS NMC time stops, then reverts to organizational NMC time.

Z..... Work request closed or cancelled without completion (i.e. initial inspection was not started). If inoperative DS NMC time stops, then reverts to organizational NMC time.

0..... Begin NMCE time. Code used at unit level (system generated) and not entered by the user. ULLS unique code .

1..... Awaiting deadlining NMCS parts. No further repairs can be made due to lack of NMC parts. Code can be used at unit level.

4..... Not used at this time.

5..... Not used at this time.

6..... Reinspection. Can only be used after a work request status code of 8 is used.

7..... Awaiting float transaction. SAMS-1 automatically prompts for a new serial number.

8..... Rework, return to shop. If work request is S thru Z, an 8 must be used before the job is returned to a work status.

9..... Begin intransit time.

APPENDIX C

Outputs

C-1 Outputs.

a. SAMS-2 has three types of outputs: hard copy outputs each identified by a Product Control Number (PCN), diskette communications outputs (section 8), and Ad Hoc Inquiry outputs (section 5). Only the hard copy numbered outputs are discussed in this section.

b. There are 42 hard copy numbered outputs produced in SAMS-2. Thirty six are produced in the Reports Activity; the remainder are produced in other activities. They are grouped in this section as follows:

(1) Reports produced in the Reports Activity:

(a) Reportable Items.

(b) Completed Work Order.

(c) Workload.

(d) Work Order Parts.

(e) Maintenance Performance.

(f) Maintenance Cost.

(g) Operational Readiness Float.

(h) Manhour Accounting.

(2) Specialized listings produced in Input Output and Master Files Activities.

c. They are listed by PCN and paragraph below:

PCN	TITLE	Page
AHO-001	Deadlined Equipment Listing WPN SYS, Part I - Reportable Items	C-5
	Deadlined Equipment Listing WPN SYS, Part II - Maintenance Significant Items	C-5
AHO-002	Command Deadlined Equipment Summary, Part I - Reportable Items	C-8
	Command Deadlined Equipment Summary, Part II - Maintenance Significant Items	C-10
	Command Deadlined Equipment Summary, Part III - Summary	C-11

PCN	TITLE	Page
AHO-003	Equipment Deadlined Over NNN Days by Unit, Part I - Reportable Items	C-12
	Equipment Deadlined Over NNN Days by Unit, Part II - Maintenance Significant Items	C-15
	Equipment Deadlined Over NNN Days by Unit, Part III - Summary	C-17
AHO-004	Completed Work Order Summary	C-24
AHO-005	Support Maintenance Turnaround Time (Days), Unit Activity	C-39
AHO-006	Support Maintenance Turnaround Time (Days), ECC	C-42
AHO-007	Support Maintenance Meantime to Repair (Manhours), Unit Activity	C-42
AHO-008	Support Maintenance Meantime to Repair (Manhours), ECC	C-44
AHO-009	Selected Work Order Status Listing	C-26
AHO-010	Workload Status Listing, Part I - ECC	C-28
	Workload Status Listing, Part II - Unit Activity	C-30
AHO-011	Workload Age Summary Listing, Part I - ECC	C-31
	Workload Age Summary Listing, Part II - Unit Activity	C-32
AHO-012	Parts Detail Exception Listing	C-33
AHO-013	Multiple Parts Request Exception Listing	C-35
AHO-014	Production Backlog Status	C-48
AHO-015	Inop Equip Critical Parts Listing	C-22

PCN	TITLE	Page
AHO-017	Deadline Status Listing	C-76
AHO-018	Completed Work Order File Purge Listing	C-72
AHO-019	Maintenance Cost Command Roll Up	C-50
AHO-020	Maintenance Cost By Commodity	C-52
AHO-021	Maintenance Cost By ECC	C-54
AHO-022	Maintenance Cost By Customer	C-56
AHO-023	Maintenance Cost by APC	C-58
AHO-024	Bypassed Receipted Parts Records	C-68
AHO-025	Maintenance Production Backlog Report (by Quantity Repaired)	C-45
AHO-026	Equipment Deadlined over NNN Days by Battalion, Part I - Reportable Items	C-19
	Equipment Deadlined Over NNN Days by Battalion, Part II - Maintenance Significant Items	C-19
	Equipment Deadlined Over NNN Days by Battalion, Part III - Summary	C-21
AHO-027	Reportable Items Listing	C-69
AHO-028	Diskette Comm Interface Parameter File Listing	C-71
AHO-029	Maintenance Production Backlog Report (by Work Order Count)	C-45
AHO-030	Maintenance Production Backlog by ECC (for Support Unit by Item Count)	C-45
AHO-031	Maintenance Production Backlog by ECC (for Support Unit by Work Order Count)	C-45
AHO-032	Work Order Status Parts Listing	C-37
AHO-033	Maintenance Production Backlog by ECC (for Battalion by Item Count)	C-45

PCN	TITLE	Page
AHO-034	Maintenance Production Backlog by ECC (for Battalion by Work Order Count)	C-45
AHO-035	Maintenance Production Backlog by ECC (for Division by Item Count)	C-45
AHO-036	Maintenance Production Backlog by ECC (for Division by Work Order Count)	C-45
AHO-037	Inop Transfer Listing	C-66
AHO-039	Monthly Float Usage and Accumulative, Report (by Spt UIC)	C-60
AHO-040	Monthly Float Usage and Accumulative, Report (by LIN)	C-60
AHO-041	ORF Status and Utilization Report	C-61
AHO-044	Manpower Utilization Report	C-62
AHO-045	Personnel Utilization Report	C-64
AHO-046	Manpower Utilization Report Purge Listing	C-74

C-2 Deadlined Equipment Listing, PCN AHO-001.

a. Produced in Reports Activity. Prepared in two parts; the formats for both are the same, but the heading is different. (See fig. C-1.)

(1) Part I lists all weapon systems and DA Form 2406 reportable items NMC in the command.

(2) Part II lists all maintenance significant (nonreportable NMC equipment which has command interest) within the command.

b. Provides current status of inoperative equipment. - Prints required repair parts if selected, and displays management messages where necessary. Selectable for up to 10 EICs (model NSN) or all. - Produced in one of four sort combinations: Age, ORGWON Age, ORGWON Model Age, or Model Age.

c. A negative report for Part II is optional.

```
                                                    UNCLASSIFIED
PREPARED      TIME                    SAMS-2 DEADLINED EQUIPMENT LISTING                                    PCN AHO 001
                                                    WPN SYS
              EIC'S SELECTED FOR THIS REPORT
              =                                  PART 1 REPORTABLE
                          ITEMS          PART II MAINTENANCE SIGNIFICANT ITEMS

WPN MODEL OR NOUN/SERIAL NUMBER          SYS DL   WO   STA                                  MALFUNCTION
END ITEM MODEL OR NOUN/SERIAL NUMBER              CD   DATE   WON    MH RMN    DATE DL   DESCRIPTION    ADMIN  ERC   DAYS DL
                                                                                                          NO
                                                                                                  STATUS          MAINT
       REPAIR PART NOUN AND NSN                   QTY RQD   QTY OH    SRCE      DOC NO  PD    CD   DATE   ESD     LVL
```

Legend for fig. C-1:

Weapon Model or Noun Serial Number - Model or noun of weapon system end item and its serial number.

System Deadlined - Weapon System deadlined indicator. Entries can be Y or blank. A, Y entry means that the item is a subsystem of a reportable weapon system that has deadlined the system. If column is blank, there are no weapon system relationships.

Work Order Status Code and Date - Current status code and the ordinal date the status was entered.

Work Order Number - Work Order Number(s) applicable to the weapon system or equipment.

Manhours Remaining - Estimate of the task manhours required to complete the maintenance. For example: A work order requiring four maintenance tasks estimated to take one hour per task is computed like this:

Figure C-1. Deadlined Equipment Listing, PCN AHO-001.

TASKS	EST MH	ACTUAL MH	MHREM

AO1	1	2	
BO3	1		1
CO7	1		1
CO8	1	_	1
TOTALS	4	2	3

NOTE: In this example, two actual manhours are used for the first task and the manhours remaining are still one per task for a total of three manhours remaining to complete this job.

Date Deadlined - Date the system and or end item initially became NMC at unit level. Represents date accepted at support.

Malfunction Description - Reason why the item is deadlined.

Admin Number - Bumper number or equipment number of item requiring maintenance.

Equipment Readiness Code - ERC of the deadlined end item or weapon system.

Days Deadlined - Number of days since initial deadline status shown in 7 above.

End Item Model or Noun Serial Number - End item model number or noun and its serial number for item other than designated weapon system. If the end item is a subsystem of a weapon system, the weapon system data is also be displayed in Part I. End item is indented two spaces from weapon system entries.

Repair Parts Noun and National Stock Number - Noun and part number or NSN of each repair part required for the work order. Optional print selection when requesting the report.

Quantity Required - Quantity of the NSN part number required. Printed only when option to print parts is selected when requesting the report.

Quantity On Hand - Quantity of the required NSN part number issued to the work order. Printed only when option to print - parts is selected when requesting the report.

NOTE: Quantity of Item OH subtracted from Quantity of Item RQD equals quantity not yet issued to the work order.

Source - Supply Source Code indicating where the part came from. - A = ASL, D = Reparable Exchange and J = QSS.

Figure C-1. Deadlined Equipment Listing, PCN AHO-001 - continued.

Document Number - The document number of ordered parts. If no document number is on file, the maintenance task sequence number is displayed, showing that either:

Parts are obtainable from a source not requiring a document number.

Parts ordered have been received and document number is closed. No parts are required.

Priority Designator - Priority assigned to the requisition.

Status Code and Date - Last requisition status and date of that status.

Estimated Shipping Date - Estimated shipping date.

Maintenance Level - Level at which maintenance is being performed. O = Organization, S=Support.

Figure C-1. Deadlined Equipment Listing, PCN AHO-001 - continued.

C-3 Command Deadlined Equipment Summary, PCN AHO-002.

a. Produced in Reports Activity. Selectable for up to six or all UICs. Can be sorted by age or model age. Weapon systems are - grouped by type in both sorts.

b. There are three parts to this report:

(1) Part I is grouped by battalion UIC. In addition to listing weapon systems and or end items, provides the total number of reportable items NMC, the total number of pacing items NMC, and the total number of ERC A items NMC. (See fig. C-2.)

(2) Part II is identical to Part I, except it lists only maintenance significant items; it does not list reportable or ERC pacing items. (See fig. C-3.)

(3) Part III is a summary, by parent unit, of information contained in Part I and Part II. (See fig. C-4.)

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PREPARED TIME SAMS-2 COMMAND DEADLINED EQUIPMENT SUMMARY PCN AHO 002

PART 1 REPORTABLE ITEMS

UIC'S SELECTED FOR THIS REPORT =

BN UIC	UNIT NAME	WPN SYSTEM MODEL OR NOUN/SERIAL NUMBER						
		END ITEM MODEL OR NOUN	BUMPER NO	SERIAL NUMBER	CUST UIC	MALFUNCTION DESCRIPTION	DAYS	DL	ERC

TOTAL REPORTABLE ITEMS INOP TOTAL PACING ITEMS INOP TOTAL ERC A ITEMS INOP

Legend for fig. C-2:

Battalion Unit Identification Code - Customer's parent UIC.

Unit Name - Supported unit name in the clear.

Weapon System Model or Noun Serial Number - Model of applicable weapon system, its name and its serial number.

End Item Model or Noun - Model number or noun of the end item that is not a designated weapon system. If end item is a subsystem of a weapon system, the weapon system data in Part 1 is also displayed.

Bumper Number - Bumper Identification Number of item requiring maintenance.

Serial Number - Serial Number of the weapon system or end item requiring maintenance.

Customer UIC - Unit Identification Code of activity that owns the equipment.

Figure C-2.Command Deadlined Equipment Summary -Part I Reportable Items, PCN AHO-002.

Malfunction Description - A brief statement of the problem.

Days Deadlined - Number of days the equipment has been NMC.

Equipment Readiness Code - ERC of the equipment and pacing items.

Totals - Total reportable items inop, total pacing items inop, and total ERC A items inop.

Figure C-2.Command Deadlined Equipment Summary -Part I Reportable Items, PCN AHO-002.-continued

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PREPARED   TIME                  SAMS-2 COMMAND DEADLINED EQUIPMENT SUMMARY                    PCN AHO-002

                                  PART 11 MAINTENANCE SIGNIFICANT  ITEMS

                        UIC'S SELECTED FOR THIS  REPORT =

BN UIC   UNIT NAME   WPN SYSTEM MODEL OR NOUN/SERIAL NUMBER
                       END ITEM MODEL OR NOUN      BUMPER       SERIAL NUMBER   CUST UIC    MALFUNCTION   DAYS  DL   ERC
                                                                                            DESCRIPTION
TOTAL MAINTENANCE  SIGNIFICANT  ITEMS
```

Legend for fig. C-3:

Battalion Unit Identification Code - Customer's parent UIC.

Unit Name - The supported unit name in the clear.

Weapon System Model or Noun Serial Number - Model of applicable weapon system, noun and serial number.

End Item Model or Noun - Model number or noun of the end item that is not a designated weapon system. If end item is a subsystem of a weapon system, the weapon system data is also displayed in Part 1.

Bumper Number - Bumper Identification Number of item requiring maintenance.

Serial Number - Serial Number of the weapon system or end item requiring maintenance.

Customer UIC - Unit Identification Code of activity that owns the equipment.

Malfunction Description - A brief statement of the problem.

Days Deadlined - Number of days the equipment has been NMC.

Equipment Readiness Code - ERC designation of the equipment.

Total Maintenance Significant Items - Total number of items listed.

Figure C-3. Command Deadlined Equipment Summary - Part II - Maintenance Significant Items, PCN AHO-002.- continued

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PREPARED TIME SAMS-2 COMMAND DEADLINED EQUIPMENT SUMMARY PCN AHO- 002

PART 111 SUMMARY

UIC'S SELECTED FOR THIS REPORT =

BN UIC	UNIT NAME	REPORTABLE ITEMS	PACING ITEMS	ERC A ITEMS	MAINTENANCE SIGNIFICANT
COMMAND TOTAL					

Legend for fig. C-4:

Battalion Unit Identification Code - Customer parent UIC.

Unit Name - Supported unit name in the clear.

Reportable Items - Total number of reportable items deadlined in each battalion.

Pacing Items - Total number of pacing items deadlined in each battalion.

ERC A Items - Total number of ERC A Items deadlined in each battalion.

Maintenance Significant - Total number of maintenance significant items deadlined in each battalion.

Command Total - Column totals.

Figure C-4. Command Deadlined Equipment Summary - Part III - Summary, PCN AHO-002 - continued.

C-4 - Equipment Deadlined Over NNN Days by Unit, PCN AHO-003.

a. Produced in Reports Activity. Provides information regarding equipment that has been deadlined for a requested number of days. The number of days must be entered by the operator. If the number of days is left blank, this is essentially a backside 2406" report. The report may be requested for up to 6 or all UICs and up to 12 or all models. Printing associated parts is optional. - Records can be sorted by age or model age.

b. This report is produced in three parts:

(1) Part I, Reportable Items. (See fig. C-5.)

(2) Part II, Maintenance Significant Items. (See fig. C-6.) - Printing a negative report (no records on file longer than number of days selected) for Part II is optional.

(3) Part III, Summary. (See fig. C-7.) A negative report is given if there are no items deadlined longer than the number of days selected.

c. Information sorted in order by: Parent Unit Identification Code (UIC), Customer UIC, Weapon System EIC, Weapon System Serial Number, National Stock Number (NSN), and Organization Work Order Number (ORG WON).

d. Format of AHO-003 is similar to the AHO-001 report except this report is printed by Customer UIC . The contents of the two reports vary because AHO-001 lists all equipment deadlined, whereas AHO-003 contains only that equipment deadlined longer than the number of days that is selected. However, contents of the reports will be the same if number of days and UIC selection are left blank.

e. This report is set up for unit management. Management messages appear where necessary.

```
                                                    UNCLASSIFIED

PREPARED      TIME                    SAMS-2 EQUIPMENT DEADLINED OVER NNN  DAYS BY UNIT                    PCN AHO-003

                                                  PART 1  REPORTABLE ITEMS                  REPORTS  SORTED  BY:

                                              UIC SELECTED FOR THIIS REPORT =
                                              EICS SELECTED FOR THIS REPORT =

UIC CUSTOMER                    UNIT NAME CUSTOMER

WPN SYS  MODEL, OR NOUN/SERIAL NUMBER      SYS  DL
END ITEM MODEL, OR NOUN       BUMPER     SERIAL NUMBER   WO STA        WON       MH RMN    DATE   MALFUNCTION   ERC   *DAYS  DL*
                                NO                        CD  DATE                                DL     DESCRIPTION
                                                                                          STATUS                MAINT
DOC  NO                REPAIR PART NOUN AND NSN       QTY RQD    QTY OH    SRCE   PD              CD    DATE   ESD      LVL

CUSTOMER UNIT TOTAL
```

Figure C-5 Equipment Deadlined Over NNN Days By Unit - Part I - Reportable Items, PCN AHO-003.

Legend for fig. C-5:

UIC Customer - Customer Unit Identification Code.

Unit Name Customer - Name of the customer unit in the clear.

Weapon System Model or Noun Serial Number - Model or noun of the weapon system and its serial number.

System Deadlined - Y or blank. Y means that the inop end item is a subsystem of a reportable weapon system that has deadlined the system.

Work Order Status Code and Date - Current status code and the ordinal date the status was entered.

Work Order Number - Lists the Organization Work Order Number(s).

Manhours Remaining - Manhours remaining for all incomplete maintenance tasks. This information provides an estimate of how many task manhours are required to complete the maintenance. For example: A work order requiring four maintenance tasks estimated to take one hour per task is computed as follows:

TASKS	EST MH	ACTUAL MH	MH REM
AO1	1	2	
BO3	1		1
CO7	1		1
CO8	1	_	1
TOTALS	4	2	3

In this example, two actual manhours are used for the first task and the manhours remaining for the other tasks are one hour per task for a total of three manhours remaining to complete this job. Manhours are subtracted only when the task is closed.

Date Deadlined - Date the system and or end item initially became NMC at unit level, or date accepted at support.

Malfunction Description - A brief statement of the problem.

Equipment Readiness Code - ERC of the deadlined item or weapon system.

Days Deadlined - The system computes and displays the number of days since initial deadline status date.

End Item Model or Noun Bumper Number Serial Number - Model number or noun; bumper identification number and serial number of the end item that is not a designated weapon system. - If the end item is a subsystem of a weapon system the weapon system data is also displayed.

Figure C-5 Equipment Deadlined Over NNN Days By Unit - Part I - Reportable Items,

PCN AHO-003 - continued.

Document Number - Document number of the ordered part. If no document number is on file, the appropriate maintenance task is displayed, showing that either:

Parts are obtainable from cannibalization point or other source not requiring document number.
Parts ordered have been received and document number closed.
No parts required.

Repair PartsNoun and National Stock Number - Noun and NSN or part number of each repair part required for the work order.

Quantity Required - Quantity of the NSN part number required.

Quantity On Hand - Quantity of the required NSN part number that have been issued to the work order.

Source - Supply Source Code, shows where part came from. (See DA Pam 738-750.)

Priority Designator - Priority assigned to the requisition.

Status Code and Date - Last requisition status and date of that status.

Estimated Shipping Date - Estimated shipping date of the repair part.

Maintenance Level - Level at which maintenance is being performed.
O=Organization, S=Support.

Customer Unit Total - Total items listed by Customer UIC.

Figure C-5 Equipment Deadlined Over NNN Days By Unit - Part I - Reportable Items, PCN AHO-003 - continued.

```
                                                    UNCLASSIFIED
PREPARED      TIME                    SAMS-2 EQUIPMENT DEADLINED OVER NNN  DAYS BY UNIT                    PCN AHO-003
                                        PART 11  MAINTENANCE SIGNIFICANT  ITMES                  REPORTS  SORTED  BY:

                                              UIC SELECTED FOR THIIS REPORT =
                                              EICS SELECTED FOR THIS REPORT =

UIC CUSTOMER                    UNIT NAME CUSTOMER

WPN SYS MODEL, OR NOUN/SERIAL NUMBER      SYS  DL
 END ITEM MODEL, OR NOUN      BUMPER     SERIAL NUMBER  WO STA        WON      MH RMN    DATE    MALFUNCTION  ERC  *DAYS  DL*
                                NO                     CD DATE                                DL      DESCRIPTION
                                                                                            STATUS                MAINT
 DOC  NO                     REPAIR PART NOUN AND NSN      QTY RQD    QTY OH   SRCE  PD      CD    DATE  ESD     LVL
```

Legend for fig. C-6:

Unit Identification Code of Customer - Customer Unit Identification Code.

Unit Name of Customer - Name of the customer in the clear.

Weapon System Model or Noun Serial Number - Model or noun and serial number of the weapon system.

System Deadlined - Y or blank. Y means that the inop end item is a subsystem of a reportable weapon system that has deadlined the system.

Work Order Status Code and Date - Current status code and the ordinal date the status was entered.

Work Order Number - Work Order Number(s) applicable to the end item.

Manhours Remaining - Manhours remaining for all incomplete maintenance tasks. Does not include completed tasks. Provides an estimate of how many tasks and task manhours are required to complete the maintenance. For example, a work order requiring four maintenance tasks estimated to take one hour per task is computed as follows:

TASKS	EST MH	ACTUAL MH	MH REM
AO1	1	2	
BO3	1		1
CO7	1		1
CO8	1	_	1
TOTALS	4	2	3

In this example, two actual manhours were used for the first task and the manhours remaining on the other tasks are one hour per task for a total of three manhours to complete this job. Manhours are subtracted only when the task is closed.

Date Deadlined - Date the system and or end item initially became not mission capable (NMC) at unit level, or date accepted at support.

Figure C-6. Equipment Deadlined Over NNN Days by Unit - Part II - Maintenance Significant Items, PCN AHO-003.

Malfunction Description - A brief statement of the problem.

Equipment Readiness Code - ERC of the deadlined item.

Days Deadlined - The system computes and displays the number of days since initial deadline status.

End Item Model or Noun Bumper Number Serial Number - Model number or noun; bumper identification number, and serial number of the end item.

Document Number - Document number of the ordered part. If no document number is on file, the maintenance task is displayed showing that either:

Parts are obtainable from source not requiring document number.
Parts ordered have been received and document number closed.
No parts required.

Repair Parts Noun and NSN - Noun and NSN or part number of each repair part required for the work order.

Quantity Required - Quantity of the NSN part number required.

Quantity On Hand - Quantity of the required NSN part number that have been issued to the work order.

NOTE: Quantity of Item OH subtracted from Quantity of Item RQD equals quantity not yet issued to work order.

Source - Supply Source Code showing where part came from. (See DA Pam 738-750.)

Priority Designator - Priority assigned to the requisition(s).

Status Code and Date - Last requisition status and date of that status.

Estimated Shipping Date - Estimated shipping date.

Maintenance Level - Level at which maintenance is being performed. O = Organization, S=Support.

Figure C-6. Equipment Deadlined Over NNN Days by Unit - Part II - Maintenance Significant Items, PCN AHO-003 - continued.

```
                                        UNCLASSIFIED
PREPARED      TIME                SAMS-2 EQUIPMENT DEADLINED OVER  NNN  DAYS BY UNIT                PCN AHO-003
                                        PART 111  SUMMARY                                  REPORTS  SORTED  BY:

                                    UIC SELECTED FOR THIIS REPORT =
                                    EICS SELECTED FOR THIS REPORT =

  PARENT UIC  AND NAME        REPORTABLE ITEMS      PACING ITEMS      ERC A  ITEMS        MAINTENANCE SIGNIFICANT
COMMAND  TOTAL
```

Legend for fig. C-7:

Parent Unit - Customer parent UIC.

Unit Name - Supported parent unit name in the clear.

Reportable Items - Total number of reportable items deadlined in each parent unit.

Pacing Items - Total number of pacing items deadlined in each parent unit.

ERC A Items - Total number of ERC A items deadlined in each parent unit.

Maintenance Significant - Total number of maintenance significant items deadlined in each parent unit.

Command Total - Column totals.

C-5 Equipment Deadlined Over NNN Days by Battalion, PCN AHO-026.

a. Produced in Reports Activity. Provides information regarding equipment deadlined for a requested number of days. Records can be sorted by age or model age. It may be requested for up to 6 or all battalion UICs and up to 10 or all EICs. Printing associated parts is optional.

b. This report is produced in three parts:

(1) Part I is a list of reportable equipment deadlined over a certain number of days specified when requesting the report. It is grouped by battalion (UIC BN) and shows battalion totals. - (See fig. C-8.)

(2) Part II is a list of maintenance significant equipment deadlined over a certain number of days specified when requesting the report. It is grouped by battalion (UIC BN) and shows battalion totals. The format for Part II is similiar to Part I, but it does not show Wpn Sys Model or Noun, or Sys Dl. - (See fig. C-8.) Printing a negative report for Part II is optional.

Figure C-7.Equipment Deadlined Over NNN Days By Unit -Part III - Summary, PCN AHO-003.

```
                                                    UNCLASSIFIED

PREPARED     TIME                    SAMS-2 EQUIPMENT DEADLINED   OVER NNN DAYS BY BATTQLION                    PCN AHO-026

                                          PART 1 REPORTABLE ITEMS
                                     PART 11  MAINTENANCE SIGNIFICANT  ITEMS                  REPORT SORTED BY:

                                  UIC SELECTED FOR THIS  REPORT =
                                  EICS  SELECTED FOR THIS REPORT =

UIC BATTALION       UNIT NAME BATTALION

WPN SYS  MODEL, OR NOUN/SERIAL NUMBER    SYS  DL
END ITEM MODEL, OR NOUN          BUMPER    SERIAL NUMBER     WO   STA   WON     MH-RMN   DATE    MALFUNCTION   ERC   *DAYS  DL*
                                   NO                         CD   DATE                        DL      DESCRIPTION
                                                                                  STATUS                  MAINT
     DOC NO            REPAIR PART NOUN AND NSN    QTY RQD   QTY OH    SRCE  PD   CD   DATE    ESD           LVL

BATTALION UNIT TOTAL
```

Legend for fig. C-8:

SAMS-2 Equipment Deadlined Over NNN Days By Battalion - The heading of the report shows the number of days that is the cutoff (i.e., equipment deadlined over that number of days are shown on the report).

Part I - Reportable Items or Part II Maintenance Significant Items - This heading shows Part I or Part II of the report. The formats for both parts are identical.

Status Date - The Status Date indicates when the status last changed.

Work Order Number - Assigned to identify and track the maintenance request.

Manhours Remaining - Estimate of the number of manhours still required to complete the work order.

Date Deadlined - Date the item was deadlined at unit level or date accepted at support.

Malfunction Description - A brief description of the problem.

ERC - Equipment Readiness Code of the item is a code used to show whether the item is:

A = Primary Weapons and Equipment (PWE).
B = Auxillary Equipment (AE).
C = Admin Support Equipment (ASE).
P = Pacing Item (item so important it is subject to continuous monitoring).

Days Deadlined - Total number of days (as of the prepared date) the item has been deadlined.

Bumper No - Locally assigned number used to identify the item.

Figure C-8. Equipment Deadlined Over NNN Days By Battalion - Part I - Reportable Items and Part II Maintenance Significant Items, PCN AHO-026.

Document No - Document number of the supply transaction requesting repair parts for the work order.

Repair Part Noun and NSN - Name and number of the repair part needed.

Quantity Required - Quantity of the part needed to accomplish the repair.

Quantity On Hand - Quantity of the part available to issue to the work order.

Source - Supply Source Code indicates where the part comes from.

Priority Designator - Priority assigned the supply transaction.

Status Code and Date - Last status of the supply transaction and the date the status was assigned.

Estimated Shipping Date - Estimated date the item part will be shipped (if provided by the supply source).

Maintenance Level - Level at which maintenance is being performed. O = Organization, S= Support.

Battalion Unit Total - Total number of equipment systems deadlined for the battalion.

Figure C-8. Equipment Deadlined Over NNN Days By Battalion - Part I - Reportable Items and Part II Maintenance Significant Items, PCN AHO-026 - continued.

UNCLASSIFIED

PREPARED TIME SAMS-2 EQUIPMENT DEADLINED OVER 000 DAYS BY BATTALION PCN AHO-026
PART 111 SUMMARY REPORTS SORTED BY:

UIC SELECTED FOR THIIS REPORT =
EICS SELECTED FOR THIS REPORT =

PARENT UIC AND NAME	REPORTABLE ITEMS	PACING ITEMS	ERC A ITEMS	MAINTENANCE SIGNIFICANT
COMMAND TOTAL				

Legend for fig. C-9:

SAMS-2 Equipment Deadlined Over NNN Days By Battalion - The heading of the report shows the number of days that is the cutoff (i.e., equipment deadlined over that number of days is shown on the report).

Parent UIC and Name - Battalion Unit Identification Code and name in the clear.

Reportable Items - Total quantity of items of reportable equipment shown in Part I.

Pacing Items - Total quantity of pacing items of equipment shown in Part I or Part II.

ERC A Items - Total quantity of ERC A items of equipment shown in Part I. Total includes Pacing Items.

Maintenance Significant - Total quantity of Maintenance Significant items of equipment shown in Part II.

Command Total - Totals of each column (a command roll up).

Figure C-9. Equipment Deadlined Over NNN Days By Battalion - Part III - Summary, PCN AHO-026.

C- 6 Inop Equipment Critical Parts Listing, PCN AHO-015.

Produced in Reports Activity. Selectable by customer or battalion, age, and PD range. Shows parts requirements from the Inop Equipment Parts File (AHO02I) for reportable items listed on the Inop Equipment File (AHO01I). (See fig. C-10.)

```
UNCLASSIFIED
PREPARED    TIME                    SAMS-2  INOP EQUIP CRITICAL  PARTS  LISTING                    PCN AHO-015
                                       OVER  NNN  DAYS  OLD  FOR  PD RANGE  N  TO  N
N                                      BATTALION/CUSTOMER
REPORT
UIC'S  SELECTED FOR THIS  REPORT                                                  REPORT SORTED
BY:
UIC:              UNIT NAME
                                                    *STATUS*                 DATE  WO  IN     SPT     D L
PART NIIN   PART NOUN   SRCE DOCUMENT NO   PD    DUE IN   CD   DATE   ESD   ORGWON   INOP  STA  SPT  EVAC  MODEL/NSN  MODEL  AGE
```

Legend for fig. C-10:

Over NNN Days for PD Range N to N - Number of days and priority designator range for which the report is requested.

Battalion or Customer Report - Displays the type of report, battalion or customer, selected in Reports Activity.

UIC's Selected for This Report - Up to seven UICs can be selected in the Reports Activity and are shown in this field. When no UICs are entered all are selected.

UIC Unit Name - UIC and unit name whose parts follow.

Report Sorted By - Selected in Reports Activity. Shows the sort combinations used in the report. Can be: Model Age DODAAC PD, Part NSN DODAAC PD, Age Model DODAAC PD.

Part NIIN - National item identification number of the repair part.

Part Noun - Noun of the repair part.

Source - Source code for the part.

Document Number - Document number or task number if the part requested does not have a document number.

Priority Designator - PD assigned to the parts request.

Figure C-10. Inop Equip Critical Parts Listing, PCN AHO-015.

Due in - Quantity of the repair part due in.

Status Code - Supply status code or mode of shipment code.

Status Date - Date of the status.

Estimated Shipping Date - ESD of repair part from source.

Organization Work Order Number - WON assigned by the unit.

Date Inop - Date the item of equipment was deadlined.

Work Order Status - Work Request Status Code at current level of work. (See appendix B.) If no status has been posted, the computer will enter status code 1.

In Support - Y or blank. Y = equipment is at support maintenance for repair.

Support Evac - Y or blank. Y = deadlined equipment has been evacuated from support maintenance to another maintenance facility for repair and return.

Deadlined Model NSN - Model or NSN of the deadlined equipment.

System Model - Model, if the item is a weapon system.

Age - Number of days the equipment has been deadlined from (and including) Date Inop to current date.

Figure C-10. Inop Equip Critical Parts Listing, PCN AHO-015 - continued.

C-7 Completed Work Order Summary, PCN AHO-004.

a. Produced in Reports Activity. Selectable by Spt UIC and or model. Shows, by customer UIC, the work orders completed prior to the last weekly cycle. Provides a stratification of completed work orders and repair actions. (See fig. C-11.)

b. Information sorted in order by Support Unit Identification Code (UIC SPT), Customers Parent Unit Identification Code (UIC PRNT), Customer Unit Identification Code (UIC CUST), and NSN.

UNCLASSIFIED
SAMS-2 COMPLETED WORK ORDER SUMMARY PCN AHO-004

PREPARED TIME
REPORT START DATE UIC'S SELECTED FOR THIS REPORT =
REPORT END DATE EIC'S SELECTED FOR THIS REPORT =

UIC CUSTOMER UNIT NAME CUSTOMER FOR UIC SPT

NSN	MODEL/NOUN	INCOMP	ORF	NOT RPR	MEL	REPAIRED	REJECTED	EVAC
UIC CUST TOTALS								
UIC PRNT TOTALS								
UIC SPT TOTALS								
SAMS TOTALS								

Legend for fig. C-11:

Report Start Date and Report End Date - Start and ending dates of this report.

Customer (UIC) - Unit Identification Code of activity that owns the equipment.

UICs and or EICs Selected for This Report - Selected in Reports Activity for up to 6 Spt UICs and or 10 EICs. No entry produces all records.

Unit Name of Customer - Customer's name in the clear.

UIC Support Activity - The Unit Identification Code of the support maintenance activity.

National Stock Number - NSN of the equipment repaired.

Model Noun - The model or name of item.

Incomplete - All jobs closed without work being completed (Work Request Status Code Z).

Figure C-11. Completed Work Order Summary, PCN AHO-004.

Operational Readiness Float - Jobs closed as the result of an ORF exchange (Work Request Status Code V).

Not Repairable - Work orders closed out because item could not be repaired at this facility (Work Request Status Code W).

Maintenance Expenditure Limits - Not completed because work exceeded Maintenance Expenditure Limits (Work Request Status Code X).

Repaired - Repairs completed (Work Request Status Code S).

Rejected - Returned to user because of non acceptable standards (Work Request Status Code Y).

Evacuated - Completed by other maintenance activity (Work Request Status Code T).

UIC - CUST Totals - Column totals for Customer UIC.

UIC - PRNT Totals - Column totals for Parent UIC.

UIC - SPT Totals - Column totals for Support UIC.

SAMS Totals - Total of completed work orders on the report.

Figure C-11. Completed Work Order Summary, PCN AHO-004 - continued.

C-8 Selected Work Order Status Listing, PCN AHO-009.

a. Produced in Reports Activity. Selected Work Order Status Listing, by ECC, is a listing of open work orders that have exceeded the time parameter for a specific priority. (See fig. C-12.) Report can be selected by ECC, Commodity Code, or EIC. If none are entered, the report is produced in Commodity Code sequence.

b. Information sorted in order by: Equipment Category Code (ECC), Priority Designator (PD), National Stock Number (NSN), and date work order was accepted.

```
                                                    UNCLASSIFIED

PREPARED    TIME                          SAMS-2 SELECTED WORK ORDER  STATUS  LISTING                                    PCN AHO-009
 REPORT START DATE
 REPORT END  DATE

              PD 01-03 WORK ORDERS  OVER    NN DAYS OLD, PD 04-08 WORK ORDERS  OVER    NN DAYS  OLD,  PD 09-15 WORK ORDERS  OVER     NN DAYS  OLD

                    COMMODITY CODES/ SELECTED FOR THIS  REPORT =
COMMODITY CODE        COMMODITY CODE DESCRIPTION
ECC        ECC DESCRIPTION
     NSN                    MODEL OR NOUN        PD  DATE   AGE  WON    QTY  UIC    WO            MANHOURS IN TENTHS  EVAC  WON
                                                      ACPT                 REC  CUST  STA  DATE   PROJ    EXP     RMN
ECC XX  TOTALS

COMMODITY CODE  X  TOTALS
```

Legend for fig. C-12:

Report Start and End Dates - Start and end dates of the report. Entered in Reports Activity.

Commodity Code Commodity Code Description - Commodity Code and description of the commodity.

Equipment Category Code Equipment Category Code Description - ECC and description of the item listed. (See DA Pam 738-750.)

National Stock Number (NSN) - NSN of the item being repaired.

Model or Noun - Model or name of the item.

Priority Designator - The priority assigned to the work order (01-15).

Date Accepted - Ordinal date used to show the date maintenance request accepted by maintenance activity.

Age - Number of days that the job has been in the maintenance activity.

Work Order Number - WON of the equipment being repaired.

Quantity Received - Number of items to be repaired for each WON.

Figure C-12. Selected Work Order Status Listing, PCN AHO-009.

UIC Customer - Unit Identification Code of the customer activity.

Work Order Status - Current status code of the work order.

Date - Ordinal date of the WO Status.

Manhours in Tenths - Shows three separate items. The first column shows the projected (PROJ) manhours from start to finish to complete a job. The next column shows the time expended (EXP) to date on the job. The last column is the time remaining (RMN) to complete the job.

Evacuation Work Order Number - Work Order Number assigned to the job by the activity to which an item was evacuated.

ECC Totals - Columns in manhours in tenths totalled by ECC.

Commodity Code Totals - Columns in manhours in tenths totalled by Commodity Code.

Figure C-12. Selected Work Order Status Listing, PCN AHO-009 - continued.

C-9 Workload Status Listing, PCN AHO-010.

a. Produced in Reports Activity. This is a two part report; each part is requested separately. Part I summarizes by Equipment Category Code (ECC) or Commodity Code and is selectable by ECC, Commodity Code, or EIC. (See fig. C-13.) Part II summarizes by support unit activity and is selectable by EIC. (See fig. C-14.)

b. Information sorted in order by: Part I, ECC and NSN; Part II is by Parent UIC (UIC PRNT), Support UIC (SPT UIC), ECC, and NSN.

```
PREPARED          TIME                          SAMS-2 WORKLOAD STATUS LISTING                                  PCN AHO-010
REPORT START DATE                                       PART 1  ECC
REPORT END DATE
                                                COMMODITY CODES/ SELECTED FOR THIS  REPORT:
COMMODITY CODE          COMMODITY CODE DESCRIPTION
                    ***  TOTAL QTY & MH ****  QTY & MH RMN BY WO  STATUS *******  QTY & MH  RMN  BY TYPE OF MAINTENANCE ******
                    *                        *                                    *
ECC DESCRIPTION     *                        *                                    *  ** *    REPAIR AND RETURN TO  ***
                    * RECD   COMPL    RMN *   WAIT   IN     WAIT   OTHER     * USER     STOCK   PRODN      ORF    MWO   DX  OTHER
                    *                         SHOP   SHOP  PARTS              *
NSN             MODEL OR NOUN

ECC  XX  TOTALS

COMMODITY  X  TOTALS
```

Legend for fig. C-13:

Report Start and End Dates - Start and end dates of the report. Entered in Reports Activity.

Commodity Codes Selected for This Report. Selected in Reports Activity. See DA Pam 738-750 and AR 37-100 series.

Commodity Code and Description - Commodity Code and description of the commodity.

ECC Description - Description of the Equipment Category Code.

Total Quantity and Manhours - Three separate columns:

RECD - Number of items received during the period.

COMPL - Number of items completed during the period.

RMN - Number of items to be completed and the number of manhours required to complete them.

Figure C-13. Workload Status Listing - Part I - ECC, PCN AHO-010.

Quantity and Manhours Remaining by Work Order Status - Quantity waiting for shop, in shop, for parts and other; and the remaining manhours for the item.

Quantity and Manhours Remaining by Type of Maintenance - Number of items to be repaired and returned to user, stock, production, Operational Readiness Float, Modification Work Order, Direct Exchange or Other. Below each quantity are the manhours required to complete the repair.

National Stock Number (NSN) - Stock number of the item.

Model or Noun - The model number or noun of the item.

ECC Totals - Column totals for the ECC.

Commodity Totals - Column totals for the commodity.

Figure C-13. Workload Status Listing - Part I - ECC, PCN AHO-010 - continued.

```
PREPARED          TIME                          SAMS-2  WORKLOAD STATUS LISTING                                  PCN AHO-010
REPORT START DATE                                  PART 11  UNIT/ACTIVITY
REPORT END DATE
                          UIC'S SELECTED FOR THIS REPORT
                          EIC'S SELECTED FOR THIS REPORT =

UNIT SUPPORT UNIT NAME SUPPORT                       UNIT NAME BATTALION SPT:

                       ***  TOTAL QTY & MH ****  QTY & MH RMN BY WO  STATUS *******  QTY & MH  RMN  BY TYPE OF MAINTENANCE ******
                       *                        *                                    *
ECC DESCRIPTION        *                        *                                    *  ** *    REPAIR AND RETURN TO  ***
                       * RECD   COMPL    RMN *   WAIT   IN      WAIT   OTHER        * USER     STOCK   PRODN      ORF   MWO   DX  OTHER
                       *                          SHOP   SHOP  PARTS                *
NSN            MODEL OR NOUN

ECC  XX  TOTALS

UIC  XXXXXX  TOTALS
     PRINT  TOTALS
```

Legend for fig. C-14:

Report Start and End Dates - Start and end dates of the report. Entered in Reports Activity

EICs and UICs Selected for This Report - Selected in Reports Activity. (See DA Pam 738-750.)

UIC and Unit Name Support - UIC and name of the support activity.

Unit Name Battalion Support - Parent unit of the support activity.
UIC Totals - Column totals for the UIC.

Parent Totals - Column totals for the parent battalion in support.

C-10 Workload Age Summary Listing, PCN AHO-011.

a. Produced in Reports Activity. This is a two part report. Part I summarizes age in this maintenance activity by Equipment Category Code. (See fig. C-15.) Part II summarizes by unit activity. (See fig. C-16.) Both parts may be selected by ECC or Commodity Code; Part II may be selected by EIC.

b. Information sorted in order by: Part I, Equipment Category Code (ECC) and National Stock Number (NSN); Part II, Support Unit Identification Code (UIC SPT), Equipment Category Code (ECC), and NSN.

Figure C-14. Workload Status Listing - Part II - Unit/Activity, PCN AHO-010.

```
                                                    UNCLASSIFIED

PREPARED    TIME                    SAMS-2  WORKLOAD  AGE  SUMMARY LISTING                    PCN AHO-011

                                                    PART  1  ECC

                                    ECC'S COMMODITY CODES SELECTED FOR THIS REPORT =
COMMODITY CODE                  COMMODITY CODE  DESCRIPTION
              ECC    ECC DESCRIPTION
                                                                                    OVER
                    NSN                  MODEL OR NOUN     1-30      31-60      61-90       90
                                                           DAYS      DAYS       DAYS      DAYS
ECC XX TOTALS

COMMODITY CODE  X TOTALS
```

Legend for fig. C-15:

Equipment Category Code - ECC for which data is shown.

ECC Description - Description of the ECC. (See DA PAM 738-750.)

National Stock Number - Stock number of the item being repaired.

Model or Noun - The model or noun of the NMC item.

Commodity Code and Description - Commodity Code and description of the commodity.

ECC Totals - Column totals for the ECC.

Commodity Code Totals - Column totals for the Commodity Code.

Figure C-15. Workload Age Summary Listing - Part I - ECC, PCN AHO-011.

```
                                                    UNCLASSIFIED

PREPARED    TIME                          SAMS-2  WORKLOAD  AGE  SUMMARY LISTING                          PCN AHO-011

                                                  PART  11  UNIT/ACTIVITY

                                          ECC'S COMMODITY CODES /EIC SELECTED FOR THIS REPORT =

UIC SUPPORT        UNIT NAME SUPPORT              UNIT NAME BALLATION SPT:
COMMODITY CODE                            COMMODITY CODE  DESCRIPTION
              ECC      ECC DESCRIPTION
                                                                                          OVER
                        NSN                  MODEL OR NOUN     1-30      31-60      61-90       90
                                                               DAYS      DAYS       DAYS      DAYS
ECC/COMMODITY CODE TOTALS

UIC TOTALS
```

Legend for fig. C-16:

Unit Identification Code for Support - The UIC of the support maintenance unit.

Unit Name Support - The support unit name in the clear.

Unit Name Battalion Support - The support unit parent battalion.

Equipment Category Codes, Commodity Codes, End Item Codes - ECCs, Commodity Codes, or EICs for which information is displayed.

ECC and or Commodity Code Description - Description of the ECC and or Commodity Code. (See DA PAM 738-750 and appendix B.)

National Stock Number NSN of the item being repaired.

Model or Noun - The model or noun of the NMC item.

ECC or Commodity Code Totals - Column totals for the Commodity Code or ECC printed.

UIC Totals - Column totals for the UIC printed.

Figure C-16. Workload Age Summary Listing - Part II - Unit/Activity, PCN AHO-011.

C-11 Parts Detail Exception Listing, PCN AHO-012.

a. Produced in the Reports Activity. This report is selectable by ECC, Commodity Code, or EIC for open work orders and repair parts which, by priority, exceed the number of days set when requesting the report. (See fig. C-17.) Provides a complete listing of parts on requisition for all work orders open longer than the number of days selected.

b. Sorted by: Equipment Category Code (ECC) and Work Order Number (WON).

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                                                    UNCLASSIFIED

PREPARED      TIME                    SAMS-2  PARTS DETAIL EXCEPTION LISTING                                    PCN AHO-012

 PD 01 03 WORK ORDERS OVER     NN DAYS  OLD,  PD 04-08 WORK ORDERS OVER    NN DAYS OLD,  PD 09-15 WORK ORDER OVER     NN DAYS OLD

                              COMMODITY CODE/ECC'S/EIC'S SELECTED FOR THIIS REPORT =

COMMODITY CODE          COMMODITY CODE DESCRIPTION

ECC       ECC  DESCRIPTION
    WON              PD         MODEL OR NOUN      BUMPER    QTY  NSN      UIC     TYPE  UTIL     PROJ     DATE       WO          WO  AGE
                                                     NO          REC           CUST  MNT    CD       CD       ACPT       STA DATE
                                                                              ***QUANTITIES***                STATUS
**DENOTES RECEIPT          DOC  NO    PART NSN   PART NOUN                RQD     ISS     DI      SRCE      CD DATE        ESD
```

Legend for fig. C-17:

Report Parameters - Age of work orders by Priority Designator group that are shown on the report.

Commodity Code or ECC - ECCs or Commodity Codes contained in this report are shown here.

Equipment Category Code - The ECC of the equipment being repaired, and description of the ECC.

Commodity Code - Commodity Code of the item and its description.

Work Order Number - The WON of the item being repaired.

Priority Designator - Priority assigned to the maintenance request by the supported unit.

Model or Noun - Model or noun of the item being repaired.

Bumper Number - Bumper number or local control number of the item being repaired.

Quantity Received - Number of items to be repaired under this WON.

Figure C-17. Parts Detail Exception Listing, PCN AHO-012.

Unit Identification Code of Customer - UIC of the customer owning the item being repaired.

Type Maintenance to be Performed - Code which designates the major maintenance action to be taken.

Equipment Utilization Code - Identifies the use of a reportable end item by the reporting unit. (See DA Pam 738-750.)

Project Code - Code used to identify requisitions and related documentation related to a common purpose. It will be displayed if one has been assigned.

Date Accepted - Ordinal date when this job was accepted at the maintenance activity.

Work Order Status Date - Current status and the date that the work order status change took place.

Work Order Age - Prepared date minus the date accepted. Example: Prepared Date 90352 less Date Accepted 90136 = 216.

Part NSN - An identification of the item of supply that is on order for the piece of equipment listed above it on the report.

Part Noun - The name of the part on order.

Quantities - Required, Issued, and Due In for this work order.

NSN - Stock number of the item being repaired.

Source Code - Provides the Source Code indicating where part comes from (e.g., QSS, SSL, etc).

Document Number - The document number of the supply request.

Status Code, Date - The Supply Status Code and date of the status.

Estimated Shipping Date - Approximate date the item will be shipped (if provided by source of supply).

*** Denotes receipt of item.

Figure C-17. Parts Detail Exception Listing, PCN AHO-012 - continued.

C-12 Multiple Parts Requests Exception Listing, PCN AHO-013.

a. This report lists critical repair parts required by several work orders which, by priority, have exceeded the number of requests set when selecting the report. (See fig. C-18.)

b. Information sorted in order by: National Stock Number (NSN), Priority Designator (PD), Department of Defense Activity Address Code (DODAAC), and Document Number (DOC NO).

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PREPARED TIME SAMS-2 MULTIPLE PARTS REQUEST EXCEPTION LISTING PCN AHO-013

PD 01-03 PARTS WITH NN OR MORE REQUESTS, PD 04-08 PARTS WITH NN OR MORE REQUEST, PD 09-15 PARTS WITH NN OR MORE REQUEST

PART NSN	PART NOUN	SRCE	DOC NO	PD	QTY DI	*STATUS* CD	DATE	ESD	WON	DATE ACPT	WO STA	UIC CUST	MODEL OR NOUN

Legend for fig. C-18:

Part NSN - A part on order for a work order that meets the criteria selected.

Part Noun - The name of the part on order.

Source Code - The source code indicating where the part comes from (e.g., QSS, SSL, etc.).

Document Number - The document number assigned to each part request.

Priority Designator - Priority assigned to the part request.

Quantity Due In - Number of items still due in.

Status Code and Date - Current supply status and date of the status.

Estimated Shipping Date - Approximate date the item will be shipped (if provided by source of supply).

Work Order Number - WON for which the part is required.

Date Accepted - Date the item was accepted in the maintenance facility for repairs.

Figure C-18. Multiple Parts Requests Exception Listing, PCN AHO-013.

Work Order Status - Present maintenance status of the work request.

Unit Identification Code of Customer - UIC of the customer unit owning the item being repaired.

Model or Noun - Model or noun of the item being repaired.

Figure C-18. Multiple Parts Requests Exception Listing, PCN AHO-013 - continued.

C-13 Work Order Status Parts Listing, PCN AHO-032.

a. Produced in Reports Activity. Selectable by UIC (Support or unit),work order status, and ECC or EIC for open work orders which, by priority, exceed the number of days set when requesting the report. Provides a listing of parts by work order or ECC for each UIC. (See fig. C-19.)

b. Sorted by Spt UIC or Customer UIC, Spt ECC or WON.

```
PREPARED   TIME                    SAMS-2 WORK ORDER STATUS AND PARTS LISTING                                    PCN AHO-032
  PD 01-03 WORK ORDERS OVER   NN DAYS OLD, PD 04-08 WORK ORDERS OVER   NN DAYS OLD, PD 09-15 WORK ORDERS OVER    NN DAYS OLD
      UIC'S  SELECTED FOR  THIS REPORT =
         WO STATUSES SELECTED FOR THIS REPORT =
       TYPE MAINTENANCE SELECTED FOR THIS REPORT =
         ECC'S  SELECTED FOR THIS REPORT =
UIC SPT   UNIT NAME
SPT WON        PD   ECC   MODEL OR NOUN      QTY     NSN                UIC     TYPE    UTIL   PROJ       DATE     WO         WO AGE   EVAC  WON
     ORGWON                                   REC                        CUST   MNT     CD     CD         ACPT     STA DATE
                                                                        ***QUANTITIES ***                STATUS
***DENOTES  RECEIPT     DOC NO            PART NSN       PART NOUN    RQD    ISS      DI     SRCE CD   DATE              ESD
```

Legend for fig. C-19:

Report Parameters - Age of work orders by priority designator group, that are shown on the report.

UICs, WO Statuses, ECCs EICs Selected for this Report - The selections made in the Reports Activity appear here.

Equipment Category Code - ECC of the equipment being repaired.

UIC and Unit Name - Support UIC and name or unit UIC and name.

Work Order Number - The SPT WON and ORG WON of the item being repaired.

Priority Designator - Shows the priority assigned to the maintenance request by the supported unit (01 - 15).

Model or Noun - The model or noun of the item being repaired.

Evac WON - The WON assigned this job by the activity to which it was evacuated.

Quantity Received - The number of items to be repaired under this WON.

Figure C-19. Work Order Status/Parts Listing, PCN AHO-032.

Unit Identification Code of Customer - The UIC of the customer owning the item being repaired.

Type Maintenance to be Performed - The code which designates the major maintenance action to be taken.

Equipment Utilization Code - Used to identify the type of unit using the equipment. (See DA Pam 738-750.)

Project Code - A code used to identify requisitions and documentation related to a common purpose. Displayed if one has been assigned.

Date Accepted - The ordinal date when this job was accepted at the maintenance facility.

Work Order Status Date - The current status and the date that the work order status change took place.

Work Order Age - WO age is the prepared date minus the date accepted. Example: Prepared Date 88352 less Date Accepted 88136 = 216.

Part NSN - NSN of the part on order for the piece of equipment listed above it on the report.

Part Noun - Name of the part on order.

Quantities - Required, issued, and due in for this work order.

National Stock Number - Stock number of the item being repaired.

Source Code - Source Code indicating where part comes from (e.g., QSS, SSL, etc).

Document Number - Document number of the supply request.

Status Code, Date - Supply Status Code and date of the status.

Estimated Shipping Date - Approximate date the item will be shipped (if provided by source of supply).

*** Denotes receipt of item.

Figure C-19. Work Order Status/Parts Listing, PCN AHO-032 - continued.

C-14 Support Maintenance Turnaround Time (Days) Unit Activity, PCN AHO-005.

a. Produced in Reports Activity. Shows turnaround time of all completed work orders by maintenance activity in work order priority sequence. (See fig. C-20.) Up to 10 Commodity Codes or all, or up to 20 Equipment Category Codes or all, may be selected. Timeframe is selectable by entering report start date and report ending date (historical report). Depending on the period selected, the figure may be affected by Completed Work Order Purge.

b. Information sorted in order by: Unit Name Battalion Support, Unit Name Support, Equipment Category Code (ECC), and Priority Designator (PD).

```
                                                    UNCLASSIFIED

PREPARED     TIME                    SAMS-2 SUPPORT MAINTENANCE TURNAROUND TIME (DAYS) UNIT ACTIVITY          PCN AHO-005

 REPORT START DATE
 REPORT END DATE
                                  ECCS/COMMODITY CODES SELECTED FOR THIS REPORT
COMMODITY CODE                   COMMODITY CODE DESCRIPTION
UNIT NAME BATTALIION SUPPORT                          UNIT NAME SUPPORT

                              * * * TOTAL ** * * AVG DAYS  TO COMPL BY TYPE OF MAINTENANCE   * * * AVG DAYS  TO COMPL BY WO STATUS
                              *                 *                                                  *
ECC   ECC  DESCRIPTION   PD  *  NO WO   AVG   *          REPAIR AND RETURN TO *  MWO   DX    OTHER  *    IN      WAIT    IN     WAIT    WAIT
                                 COMPL   DAYS *   USER    STOCK       PROD   ORF   *                    *  TRANS  SHOP   SHOP  PARTS  PK-UP

COMMODITY CODE TOTALS

UIC SPT TOTALS
```

Legend for fig. C-20:

Report Start Date and Report End Date - Start and ending dates selected.

Equipment Category or Commodity Codes Selected for this Report - ECCs or Commodity Codes selected. If no selection is made, all Commodity Codes are shown.

Equipment Category Code and Description - ECC of the item and its description. (See DA Pam 738-750.)

Priority Designator - PD Groups 01-03, 04-08, and 09-15 - PD for each ECC controls the line on which the data appears.

Average Days to Complete by Type of Maintenance - Under this heading are seven specific categories used to indicate the type of maintenance performed and the average number of days used.

Average Days to Complete by Work Order Status - Average number of days the work orders were in each of the five status conditions listed under this heading.

Figure C-20. Support Maintenance Turnaround Time (Days) Unit/Activity, PCN AHO-005.

The Total Number of Work Orders Completed - Total number of work orders completed during the period for each ECC.

Average Days - Average number of days it took to complete the work orders. It is the average elapsed time in days from the time the work order was accepted at the maintenance activity to the time the work order was closed.

User - Average number of days to complete work orders coded with Type Maintenance Request Code of 1.

Stock - Average number of days to complete work orders coded with Type Maintenance Request Code of F or D.

Production - Average number of days to complete work orders coded with Type Maintenance Request Code of 9.

Operational Readiness Float - Average number of days to complete work orders for items placed in ORF with Equipment Utilization Code 4.

Modification Work Order - Average number of days to complete work orders coded with Type Maintenance Request Code of 2 and 3.

Direct Exchange - Average number of days to complete work orders coded with Type Maintenance Request Code D.

Other - Average number of days to complete Work Orders not covered with Type Maintenance Request Codes of 6, 7, A, C, H or K.

In Transit - Average time it took to get items to maintenance facility with Work Request Status Code 9.

Wait Shop - Average number of days the work order was carried in Work Request Status Code C or I (awaiting shop).

In Shop - Average number of days the work order was carried in Work Request Status Code B or J (in shop).

Wait Parts - Average number of days the work order was carried in Work Request Status Codes K and 1.

Figure C-20. Support Maintenance Turnaround Time (Days) Unit/Activity, PCN AHO-005 - continued.

Wait Pick up - Average number of days the work order was carried in Work Request Status Code R (awaiting customer pick up).

Commodity Code and Description - Commodity Code and its description to which the data apply.

Commodity Code Totals - Column totals for the Commodity Code.

UIC Support Totals - Column totals for the Support UIC indicated.

Figure C-20. Support Maintenance Turnaround Time (Days) Unit/Activity, PCN AHO-005 - continued

C-15 Support Maintenance, Turnaround Time (Days) ECC, PCN AHO-006.

a. Produced in the Reports Activity. Provides turnaround times by ECC for the entire command.

b. This report is identical to AHO-005 (fig. C-20) with the following exceptions:

(1) The same data is presented but it is shown by ECC or Commodity Code for the whole command.

(2) Unit activity information is not shown.

C-16 Support Maintenance Meantime to Repair (Manhours) Unit Activity, PCN AHO-007.

a. Produced in the Reports Activity. Provided for each support battalion and support company according to ECC or Commodity Code. Shows maintenance repair averages in manhours by priority group. (See fig. C-21.)

b. Information sorted by: Unit Identification Code of Support Battalion (UIC BN), Unit Identification Code of Support (UIC SPT), Equipment Category Code (ECC), and Priority Designator (PD).

```
PREPARED     TIME                SAMS-2 SUPPORT MAINTENANCE MEANTIME TO REPAIR (MANHOURS)                    PCN AHO-007

 REPORT START DATE                                    UNIT/ACTIVITY
 REPORT END DATE
                        UIC'S  SELECTED  FOR THIS  REPORT =
                        COMMODITY CODE SELECTED FOR THIS REPORT =

    UNIT NAME                          UNIT NAME SUPPORT

COMMODITY CODE      COMMODITY CODE DESCRIPTION

                                *    *     *      TOTAL        *   *   *   *      AVERAGE MANHOURS TENTHS BY TYPE MAINTENANCE   *   *
                                *                              *
  ECC    ECC DESCRIPTION    PD *    QTY    MH EXP   AVGMH  *        REPAIR AND RETURN TO        *    MWO          DX              OTHER
                                *    RPR    TENTHS   TENTHS  * USER      STOCK     PROD          ORF *

COMMODITY CODE  TOTALS

SPT TOTALS
```

Legend for fig. C-21:

Report Start and End Dates - Start and end dates of the report. Entered in Reports Activity.

Commodity Code and Description - Commodity Code and its description to which the data apply.

Figure C-21. Support Maintenance Meantime to Repair (Manhrs) Unit/Activity, PCN AHO-007

Equipment Category Code and ECC Description - Equipment Category Codes and description of each Equipment Category Code (normally a noun). (See DA Pam 738-750.)

Priority Designator - PD Groups 01-03, 04-08, and 09-15. Work Order Priority Designator for each ECC will govern the line on which the data appears.

Quantity Repair - Total of items repaired.

Manhours Expended in Tenths - Shows actual total time, in hours and tenths, needed to repair tems.

Average Manhours in Tenths - Average number of manhours of direct labor expended per work order.

Average Manhours in Tenths By Type Maintenance - The last seven columns show the average time per work order for items that were returned to: User, Stockage, Production, Operational Readiness Float, Modification Work Order, Direct Exchange and Other.

Commodity Code Totals - Column totals for the Commodity Code.

UIC Support Totals - Column totals for each support UIC.

Figure C-21. Support Maintenance Meantime to Repair (Manhrs) Unit/Activity, PCN AHO-007

C-17 Support Maintenance Meantime to Repair (Manhours) ECC, PCN AHO-008.

a. Produced in the Reports Activity. This report is identical to the AHO-007 (fig. C-21) with one exception: It does not show the support battalion or the support company that performed the maintenance. It combines all DSU information and shows it in one report.

b. Information sorted by: Equipment Category Code (ECC) and Priority Designator (PD).

C-18 Maintenance Production Backlog Reports, PCN AHO-025 AHO-029, AHO-030/ 031, AHO-033/ 034 and AHO-035/ 036.

a. Produced in the Reports Activity for a selected timeframe. There are eight numbered reports that show production backlog information by Commodity Code or ECC. They show the same kind of information in a slightly different way. The report format for all eight is basically the same. (See fig. C-22.)

b. The discussion that follows is oriented to item count; the same kind of information is available for work orders.

AHO-025/ 029 By Commodity Code	AHO-030/ 031, 033/ 034, 035/ 036 by ECC
Unit level report	AHO-030/ 031 - unit level.
Battalion roll up	AHO-033/ 034 - battalion level.
Division roll up (for SAMS-2 MMC only)	AHO-035/ 036 - division level.

c. All reports show the quantity of equipment (work orders) and maintenance action taken during the period. They also show the ending backlog status of items in maintenance and the time measurements for each (NMCM, NMCS, deferred). All except AHO-033/ 034 show available manhours and days backlog. They are arranged in two sections:

(1) Weekly Monthly Production Summary: shows the quantity of items (work orders) by Commodity Code or ECC, received, completed, evacuated and returned, and the on hand quantities at the end and beginning of the period. Used to compute a backlog analysis and a production index.

(2) Ending Backlog Status: Shows management information relating to the items contained in the summary. Allows managers to see problem areas.

d. Ensure that all ECCs are on the ECC Master File. Those which are not are printed at the end of the report.

```
PREPARED     TIME                    SAMS-2  MAINTENANCE PRODUCTION/BACKLOG REPORT                                    PCN AHO-025
REPORT START DATE                                BY QUANTITY REPAIRED                                                 (PCN AHO-029)
  REPORT END DATE                                 (BY WORKORDER COUNT)
UIC:                UNIT                    UIC'S  SELECTED  FOR THIS  REPORT =

      WKLY/MNTHLY PROD  SUMMARY                                                    ENDING BACKLOG STATUS
          (QTY END ITEMS/COMP)          (QUANTITY END ITEMS & COMPONENTS)        AVAIL  MHRS  MHRS  DAYS  BACKLOG       ITEMS  MHRS
          BEG  REC  COMPL  EVAC  END  IPD  OVER  WAIT  WAIT  IN     WAIT   DEF  MHRS  NMCS  DEFER  NMCM  NMCS  DEF  OPEN   OPEN
                                        18   30    INSP  SHOP  SHOP  PTS                                                EVAC   EVAC

A.  ACFT
   (1) E1
   (2) COMP

UIC TOTALS

TOTAL BACKLOG:                PRODUCTION INDEX:                                    CLOSED STATUS:
AWAITING PICKUP:              ADJUSTED BACKLOG:
```

Legend for fig. C-22:

Report Start and End Date: Start and end dates of the report period. Entered in Reports Activity.

ACFT - Commodity Code or ECC description.

Beginning - Quantity of NMC end items components on hand at the start of the period. Consists of all open work orders (WOs) with a Date Accepted less than Report Start Date, all completed WOs with a Date Accepted less than Report Start Date and a U Status Date not less than Report Start Date.

Received - Quantity of NMC end items components received during the period. Consists of all open or completed WOs with a Date Accepted not less than Report Start Date.

Completed - Quantity WOs completed during the period. End items components repaired and picked up by the customer (Work Request Status Code U).

Evacuated - Quantity of closed WOs for end items components evacuated for repair and returned during the period (Work Request Status Code T).

End - Quantity of end items components awaiting repair or customer pick up at the end of the period (all Work Request Status Codes except U, D, 9, L, M, N).

IPD 1- 8 - Quantity of end items components with a priority of 01- 08 on hand at the end of the period (all Work Request Status Codes except U, D, 9, L, M, N).

Over 30 - Quantity of end items components in maintenance over 30 days at the end of the period (all Work Request Status Codes except U, D, 9, L, M, N).

Figure C-22. Maintenance Production/Backlog Reports, PCN AHO-025/AHO-029, AHO-030/031, AHO-033/034, AHO-035/036.

Waiting Inspection - Quantity of end items components awaiting inspection for maintenance at the end of the period (Work Request Status Codes A, E, F, H, G, O, P, Q, 6, 7, 8, 0).

Waiting Shop - Quantity of end items components awaiting shop at the end of the period (Work Request Status Codes C, I).

In Shop - Quantity of end items components in shop at the end of the period (Work Request Status Codes B, J, 2, 4).

Waiting Parts - Quantity of end items components awaiting parts at the end of the period (Work Request Status Codes K, 1, 3. 5).

Deferred - Quantity of end items components on hand at the end of the period that are to be repaired at a later time (Work Request Status Codes D, 9).

Available Manhours - Computed from Manpower Utilization File. Total spt unit personnel available for this commodity X 8.

Manhours Maintenance - Number of hours end items components are NMC for maintenance reasons (items in Wait Inspection, Wait Shop, and In Shop categories).

Manhours Supply - Number of hours end items components are NMC for supply reasons (items in Wait Parts category).

Manhours Deferred - Number of maintenance manhours required to repair NMC end item components to be repaired at a later time (items in Deferred category).

Days Backlog NMCM - Number of days required to accomplish existing NMCM workload. Manhours remaining (maintenance) ÷ available manhours.

Days Backlog NMCS - Number of days required to accomplish existing NMCS workload. Manhours remaining (supply) ÷ available manhours.

Days Backlog Deferred - Number of days required to accomplish existing deferred workload. Manhours remaining (deferred) ÷ available manhours.

Items Open Evac - Quantity of NMC items evacuated and not returned at the end of the period (Work Request Status Code L, M, N).

Manhours Open Evac: Number of maintenance manhours required to repair the end item components that have been evacuated and not returned at the end of the period (Work Request Status Code M).

UIC Totals - Totals of each column heading:

Figure C-22. Maintenance Production/Backlog Reports, PCN AHO-025/AHO-029, AHO-030/031, AHO-033/034, AHO-035/036 - continued.

AHO-025 / 029 - Provides UIC totals of the UIC indicated at the top of the page. After all the UICs of a battalion are listed, it provides battalion totals. At SAMS-2 MMC it also provides a line of division totals.

All others - These reports are requested by specific level (spt unit, battalion, or division). Totals are shown only for the level requested.

Total Backlog - Computed using only Weekly Monthly Production Summary totals. It is computed using the following formula: Beginning Balance + Receipts - Completions - Evacuations - Deferred.

Production Index - Ratio showing relative productivity based on the received and completed quantities. Computed using the following formula: Completions ÷ Receipts. For example, if 100 items were received during the period and 75 were completed, the Production Index would be .75 (75 ÷ 100 = .75). Ideally, the Production Index should be at least 1.00 (or greater) in order to reduce a backlog.

Awaiting Pickup - Items have been repaired and are awaiting pickup (Work Request Status Codes R).

Adjusted Backlog - Total backlog minus items awaiting pickup.

Closed Status - Closed W.O. with status codes S, T, V, W, X, Y, and Z.

Figure C-22. Maintenance Production/Backlog Reports, PCN AHO-025/AHO-029, AHO-030/031, AHO-033/034, AHO-035/036 - continued.

C-19 Production Backlog Status, PCN AHO-014.

a. Produced in the Reports Activity. Shows overall support workload and backlog age by shop section within the UIC Support selected, for the period of the report. (See fig. C-23)

b. This report is similar to SAMS-1 Production Backlog Status Report, PCN AHN-022.

PRCHASSIFIED SAMS-2 PRODUCTION/BACKLOG STATUS PCN AHO-014

START DATE

UIC'S SELECTED FOR THIS REPORT

UIC SUPPORT UNIT NAME SUPPORT

SHOP CD	BEG BAL	WO REC	WO COMP	WO EVAC	DEF	END BAL	AWAIT INSP	AWAIT SHOP	IN SHOP	AWAIT PART	OTHER	FINAL INSP	AWAIT PICKUP	BACKLOG AGE 0-30	31-60	61-90	OVER 30
SPT TOTALS:																	
SPT BN TOTALS:																	
SAMS-2 TOTALS:																	

Legend for fig. C-23:

Start Date - Start date of the report. Entered when selecting the report. Determines the cut off for beginning balance calculations.

UICs Selected for this Report - Those UICs selected in the Reports Activity. Up to six UICs or all can be selected.

UIC Support - UIC of the support unit.

Unit Name Support - Unit name in the clear.

Shop Code - Shop Section whose workload and backlog for the period are shown.

Beginning Balance - Beginning backlog balance for the Shop Section. Computed as follows:

a. Any open Work Order (WO) with a Date Accepted less than Report Start Date.

b. Any completed WO with a Date Accepted less than Report Start Date and a U Status Date not less than Report Start Date.

Work Orders Received - Quantity of WOs received by that Shop Section on or after the Report Start Date. (Open or completed WOs with a Date Accepted not less than Report Start Date.)

Figure C-23. Production/Backlog Status, PCN AHO-014.

Work Orders Completed - Quantity of WOs completed (Work Request Status Code U) which meet the beginning balance work orders received criteria.

Work Orders Evacuated - Quantity of WOs evacuated for repair (Work Request Status Code L, M, N).

Deferred - Quantity of WOs for equipment to be repaired at a later time (Work Request Status Codes D, 9).

Ending Balance - All work orders except those in Work Request Status Codes D, L, M, N, U and 9.

Awaiting Inspection - Quantity WOs for equipment awaiting inspection for maintenance (Work Request Status Codes A, 6, 7).

Awaiting Shop - Quantity of WOs for equipment awaiting shop (Work Request Status Codes C, I).

In Shop - Quantity of WOs for equipment in shop (Work Request Status Codes B, J, 2, 4).

Awaiting Parts - Quantity of WOs for equipment awaiting parts (Work Request Status Codes K, 1, 3, 5).

Other - Quantity of WOs in Work Request Status Codes F, H, O, P, Q, 0, 8.

Final Inspection - Quantity of WOs for equipment awaiting final inspection (Work Request Status Code E, G).

Awaiting Pickup - Quantity of WOs for equipment awaiting pickup (Work Request Status Codes R, S, T, V, W, X, Y, Z).

Backlog Age - Four columns dividing total quantity of work orders, for that shop section, by age (days) from date of acceptance: 0-30, 31-60, 61-90, over 90.

Support Totals - Column totals for the Support UIC.

Support Battalion Totals - Displayed only when more than one spt unit within the same battalion is printed.

SAMS-2 Totals - Displayed only when more than one support unit is printed and are in different battalions.

Figure C-23. Production/Backlog Status, PCN AHO-014 - continued.

C-20 Maintenance Cost Command Roll Up, PCN AHO-019.

a. Produced in the Reports Activity. Provides summarized manhours and cost data for maintenance requests completed during a specified period by a specified maintenance activity. Totals are shown for the owning activity (customer unit) and for the parent unit (Parent UIC). (See fig. C-24.)

b. Information sorted by: Support Unit Identification Code (UIC SPT) and Customer Unit Identification Code (UIC CUST).

UNCLASSIFIED

PREPARED TIME SAMS-2 MAINTENANCE COST COMMAND ROLLUP PCN AHO-019

REPORT START DATE UIC SUPPORT UNIT NAME SUPPORT
REPORT END DATE

UNIT NAME CUSTOMER	MI DIRECT LABOR MH	MI DIRECT LABOR COST	CIV DIRECT LABOR MH	CIV DIRECT LABOR COST	TOTAL DIRECT LABOR COST	INDIRECT LABOR COST	REPAIR PARTS COST	TOTAL COST OF MAINTENANCE
TOTALS:								
PARENT UIC								
UIC SUPPORT								

Legend for fig. C-24:

Report Start and End Dates - Start and end dates of the period for which this report is prepared. Selected when requesting the report.

UIC Support - UIC of the supporting maintenance unit.

Unit Name Support - Name of the supporting maintenance unit in the clear.

Unit Name Customer - Name of the customer unit (that requested maintenance support) belonging to the Parent UIC.

Military Direct Labor - (1) Number of military manhours in hours and tenths, and (2) Cost in dollars and cents for those hours.

Civilian Direct Labor - (1) Number of civilian manhours in hours and tenths, and (2) Cost in dollars and cents for those hours.

Total Direct Labor Cost - Military and civilian costs combined for a total direct labor cost.

Indirect Labor Cost - Percentage (determined by the maintenance activity) of direct labor cost assigned to cover all other expenses.

Repair Parts Cost - Total cost of all repair parts used in the repairs for the customer unit.

Figure C-24. Maintenance Cost Command Roll-Up, PCN AHO-019.

Total Cost of Maintenance - All costs for direct labor, indirect labor, and repair parts for a grand total of all maintenance completed for the customer activity during the period of the report.

Parent UIC - UIC (and totals for each heading) for the parent battalion of the customer units.

UIC Support - UIC (and totals for each heading) for the maintenance activity.

Figure C-24. Maintenance Cost Command Roll-Up, PCN AHO-019 - continued.

C-21 - Maintenance Cost By Commodity, PCN AHO-020.

a. Produced in Reports Activity. Gives maintenance cost by commodity and summarizes manhours and cost data for work orders completed for each commodity grouping (ECC Summary) by support maintenance activity. (See fig. C-25.)

b. Information sorted by: Support Unit Identification Code (UIC SPT), Commodity Code (Equipment Category Summary Code), and Equipment Category Code (ECC).

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PREPARED TIME SAMS-2 MAINTENANCE COST BY COMMODITY PCN AHO-020

REPORT START DATE UIC SUPPORT UNIT NAME SUPPORT
REPORT END DATE

ECC	ECC DESCRIPTION	MI DIRECT LABOR MH	MI DIRECT LABOR COST	CIV DIRECT LABOR MH	CIV DIRECT LABOR COST	TOTAL DIRECT LABOR COST	INDIRECT LABOR COST	REPAIR PARTS COST	TOTAL COST OF MAINTENANCE
TOTALS:									
COMMODITY									
UIC SUPPORT									

Legend for fig. C-25:

Report Start and End Dates - Start and end dates of the period for which this report is prepared. These dates are selected by the operator when requesting the report.

UIC Support - The Unit Identification Code of the support maintenance activity.

Unit Name Support - The name of the support maintenance activity in the clear.

ECC - The Equipment Category Codes of equipment maintained by the suport maintenance activity. (See DA Pam 738-750.)

ECC Description - A word description of the ECC, e.g., TANK M60A1.

Military Direct Labor Manhours - Manhours and cost of military direct labor for the repair of item(s) of equipment, total by ECC.

Civilian Direct Labor Manhours - Manhours and cost of civilian direct labor for the repair of item(s) of equipment, total by ECC.

Total Direct Labor Costs - Total of military and civilian direct labor expended on the repair of item(s) of equipment of the ECC.

Indirect Labor Cost - A percentage of the overall direct labor cost established by the maintenance activity to cover all other expenses.

Figure C-25. Maintenance Cost By Commodity, PCN AHO-020.

Repair Parts Cost - Cost of all the repair parts used in the repair of items of equipment named of the ECC.

Total Cost of Maintenance - Grand total of direct labor cost, indirect labor cost, and repair parts cost.

Commodity - Single letter indicating the Commodity Code of the items listed (e.g., I = Weapons armament). - The totals for each heading are shown for the commodity.

UIC Support - UIC and totals for each heading for the supporting maintenance activity.

Figure C-25. Maintenance Cost By Commodity, PCN AHO-020 - continued.

C-22 Maintenance Cost by ECC, PCN AHO-021.

a. Produced in Reports Activity. Can be selected by model NSN. Shows detail cost by ECC and provides manhour and cost data for each work order completed. (See fig. C-26.)

b. Information sorted by: Support Unit Identification Code (UIC SPT), Equipment Category Code (ECC), and Work Order Number (WON).

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PREPARED TIME SAMS-2 MAINTENANCE COST BY ECC PCN AHO-021
EICS SELECTED FOR THIS REPORT =

REPORT START DATE UIC SUPPORT UNIT NAME SUPPORT ECC ECC DESCRIPTION
REPORT END DATE

WON	MODEL OR NOUN	EIC	MI DIRECT LABOR MH	MI DIRECT LABOR COST	CIV DIRECT LABOR MH	CIV DIRECT LABOR COST	TOTAL DIRECT LABOR COST	INDIRECT LABOR COST	REPAIR PARTS COST	TOTAL COST OF MAINTENANCE

TOTALS:

ECL

UIC SUPPORT

Legend for fig. C-26:

Report Start and End Dates - Start and end dates for the period that this report is prepared. These dates are selected when requesting the report.

UIC Support - Support maintenance unit UIC.

EICs Selected for this Report - Entered in Reports Activity for up to 10 EICs or all records. Produces selection by model NSN.

Unit Name Support - Name of the support maintenance activity.

Equipment Category Code - ECC of the equipment repaired under the WON.

ECC Description - A word description of the ECC (e.g., Personnel Carriers).

Work Order Number - WON of the maintenance request for which data is shown.

Model or Noun - The model or noun of the equipment repaired.

End Item Code - EIC of the equipment repaired under the WON.

Work Order Quantity - Number of like items repaired on the numbered work order.

Military Direct Labor Manhours - Manhours and cost of military direct labor for the repair of equipment.

Civilian Direct Labor Manhours - Manhours and cost of civilian direct labor for the repair of item(s) of equipment.

Figure C-26. Maintenance Cost By ECC, PCN AHO-021.

Total Direct Labor Costs Total of military and civilian direct labor expended on the repair to item(s) of equipment.

Indirect Labor Cost - A percentage of the overall direct labor cost assigned to the WON.

Repair Parts Cost - The cost of all the repair parts used on the numbered work order.

Total Cost of Maintenance - A grand total of direct labor cost, indirect labor cost and repair parts cost.

Equipment Category Code - ECC (and totals for each heading) of the equipment listed.

UIC Support - The UIC of the maintenance activity performing the repairs listed (and totals for each heading).

Figure C-26. Maintenance Cost By ECC, PCN AHO-021 - continued.

C-23 Maintenance Cost by Customer, PCN AHO-022.

a. Produced in Reports Activity. Provides the customer with an exact cost by WON for the repairs of equipment. Can be selected by model NSN. (See fig. C-27.)

b. Information sorted by: Support Unit Identification Code (UIC SPT), Customer Unit Identification Code (CUST UIC), and Work Order Number (WON).

```
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PREPARED    TIME                          SAMS-2 MAINTENANCE COST BY CUSTOMER                                    PCN AHO-022
                                EIC'S  SELECTED FOR THIS  REPORT
=
REPORT  START  DATE                    UIC SUPPORT            UNIT NAME SUPPORT      UIC CUSTOMER    UNIT NAME CUSTOMER
REPORT  END  DATE
                                  WO    MIL DIRECT  LABOR  CIV DIRECT LABOR   TOTAL DIRECT   INDIRECT     REPAIR  PARTS   TOTAL COST
OF WON    MODEL OR NOUN   EIC    QTY     MH          COST      MH COST              LABOR   COST   LABOR  COST       COST          MAINTENANCE

TOTALS:

   UIC CUSTOMER
```

Legend for fig. C-27:

Report Start and End Dates - Start and end dates of the period for which this report is prepared. Selected by the operator when requesting the report.

UIC Support - The support maintenance activity UIC.

EICs Selected for this Report - Entered in Reports Activity for up to 10 EICs or all records. Produces selection by model NSN.

Unit Name Support - The maintenance support activity name.

UIC Customer - The customer's Unit Identification Code.

Unit Name Customer - The customer's name in the clear.

Work Order Number - The WON of each customer work request at the support maintenance activity during the report period.

Model or Noun - Item model or name.

End Item Code - End Item Code of the equipment.

Work Order Quantity - Displays the total number of items repaired on the numbered work order.

Military Direct Labor - Military manhours and labor cost totals for the work request or WON.

Civilian Direct Labor - Civilian manhours and labor cost totals for the work request or WON.

Figure C-27. Maintenance Cost By Customer, PCN AHO-022.

Total Direct Labor Cost - Combines the military and civilian direct labor costs of the work request or WON.

Indirect Labor Cost - A percentage of the total direct labor cost assigned to the WON.

Repair Parts Cost - Cost of all the repair parts used on the work order.

Total Cost of Maintenance - Grand total of direct labor cost, plus indirect labor cost and repair parts cost for the work order.

UIC Customer - Unit Identification Code of the customer (and customer totals for each heading of the report).

Figure C-27. Maintenance Cost By Customer, PCN AHO-022 - continued.

C-24 Maintenance Cost by APC, PCN AHO-023.

a. Produced in the Reports Activity. Used by the Finance and Accounting Office (FAO). An Account Processing Code (APC) is prescribed by the installation or major field command FAO for costing and budgeting identification of customers and organizations. This report is for open and completed work orders. (See fig. C-28.)

b. Information sorted by: Support Unit Identification Code (SPT UIC), Account Processing Code (APC), and Work Order Number (WON).

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PREPARED TIME SAMS-2 MAINTENANCE COST BY APC PCN AHO-023

REPORT START DATE UIC SUPPORT UNIT NAME SUPPORT
REPORT END DATE

APC OR WON	MODEL OR NOUN	EIC	WO STA	WO QTY	MIL DIRECT LABOR MH	MIL DIRECT LABOR COST	CIV DIRECT LABOR MH	CIV DIRECT LABOR COST	TOTAL DIRECT LABOR	TOTAL DIRECT COST	INDIRECT LABOR	INDIRECT COST	REPAIR PARTS COST	TOTAL COST MAINTENANCE
TOTALS:														
APC														
UIC SUPPORT														

Legend for fig. C-28:

Report Start and End Dates - Start and end dates of the period for which this report is prepared. These dates are selected by the operator when requesting the report.

UIC Support - Support maintenance unit UIC.

Unit Name Support - Support maintenance activity name.

Account Processing Code - APC for which the costs shown were accumulated.

Work Order Number - WON of the customer assigned the APC.

Model or Noun - Item model or name.

Work Order Status - A one character code indicating the current status of the work order.

Work Order Quantity - Total number of items of equipment on the work order.

Military Direct Labor - Manhours and labor cost for military labor for this WON.

Civilian Direct Labor - Manhours and labor cost for civilian labor for this WON.

Total Direct Labor Cost - Combines the military and civilian costs of the WON.

Indirect Labor Cost - Percentage of the overall direct labor cost assigned to the WON.

Figure C-28. Maintenance Cost By APC, PCN AHO-023.

Repair Parts Cost - Cost of all the repair parts used on the work order.

Total Cost of Maintenance - Grand total of direct labor cost, indirect labor cost and repair parts costs.

Account Processing Codes - APCs (and totals for each column).

UIC Support - Support Maintenance Activity UIC (and totals for each column).

Figure C-28. Maintenance Cost By APC, PCN AHO-023 - continued.

C-25 Monthly Float Usage and Accumulative Report, PCN AHO-039 040.

a. Produced in the Reports Activity. Shows ORF usage for the timeframe selected. To show balanced quantities, this report should be run weekly (based on work order input) with dates covering the range since the report was last produced.

b. PCN AHO-039 lists the information by Support UIC. PCN AHO-040 lists the information by LIN. (See fig. C-29.)

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PREPARED TIME SAMS-2 MONTHLY FLOAT USAGE AND ACCUMULATIVE REPORT PCN AHO-039
(SPT UIC) PCN AHO-040

REPORT START DATE
REPORT END DATE

NSN	NOUN	LIN	ORF QTY AUTH	ORF QTY OH	QTY FMC	QTY NMC	TOT QTY SPT	ORF ISSUES	TOT DMND PERIOD

Legend for fig. C-29:

Report Start and End Dates - The start and end dates for the period that this report is prepared. These dates are selected by the operator when requesting the report.

NSN - The NSN of the ORF item.

Noun - Noun of the ORF item.

Line Item Number - LIN of the ORF item. Can have more than one NSN.

ORF Quantity Authorized - The quantity of this LIN authorized.

ORF Quantity On Hand - The quantity of this ORF item on hand.

Quantity FMC - The quantity of this ORF item full mission capable.

Quantity NMC - The quantity of this ORF item not mission capable.

Total Quantity Supported - The total quantity of this item supported by ORF.

OED Issues - The total ORF issues in the Completed Work Order File for the timeframe selected.

Total Demands Period - The total demands in the Completed Work Order File for the timeframe selected.

Figure C-29. Monthly Float Usage and Accumulative Report, PCN AHO-039/040.

C-26 ORF Status and Utilization Report, PCN AHO-041.

a. Produced in the Reports Activity. Report is used to update the request to DA for ORF changes. The system uses ORF criteria to calculate a New Reorder Quantity for each line item number. (See fig. C-30.)

b. The New Reorder Quantity is used for input to the Stock Record Officer for ORF requisitioning.

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PREPARED TIME SAMS-2 ORF STATUS AND UTILIZATION REPORT PCN AHO-041

LIN	NSN	NOUN	TOT QTY SPT	ORF QTY AUTH	ORF QTY OH	TOT DMDS	TOT ISSUE	DMD SAT ORF	AVER MO DMDS	ORF TAT DAYS	NEW RO QTY

Legend for fig. C-30:

Line Item Number - LIN of the ORF item. (Can have more than one NSN.)

NSN - The NSN of the ORF item.

Noun - Noun of the item.

Total Quantity Supported - Total quantity of this item supported by ORF.

ORF Quantity Authorized - Quantity of this item presently authorized.

ORF Quantity On Hand - Quantity on hand.

Total Demands - Total demands to date.

Total Issue - Total issues to date.

Demand Satisfaction - Total issues divided by total demands.

Average Monthly Demands - Total demands divided by number of months (calendar year).

ORF Turnaround Time Days - Accumulated turnaround time.

New Reorder Quantity - Quantity now authorized for stockage. Use for input to the Stock Record Officer for ORF requisitioning.

Figure C-30. ORF Status and Utilization Report, PCN AHO-041.

C-27 Manpower Utilization Report, PCN AHO-044.

a. Produced in the Reports Activity. Shows productive and nonproductive manhours expended and computes manpower utilization percentages. (See AR 750-1 for maintenance performance measures.)

b. The report is selectable by Support UIC or Shop Section. (See fig. C-31.)

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PREPARED    TIME                          SAMS-2 MANPOWER UTILIZATION  REPORT                                    PCN AHO-044
                                                    BY UIC SPT


UIC'S  SELECTED  FOR  THIS  REPORT  =
SHOP  CODES   SELECTED  FOR  THIS  REPORT =

REPORT  START  DATE                          UIC            UNIT  NAME
REPORT  END  DATE                      SHOP SECTION

          MIL MANPOWER            MILITARY  UTILIZATION                    CIV MANPOWER        CIVILIAN  UTILIZATION
RCRD      MANHOURS          PRODUCTIVE  LABOR     NON PROD   UTIL  PCT     MANHOURS          PRODUCTIVE LABOR      NON PROD   UTIL PCT
MO/YR    ASSGNED AVAIL    DIRECT   INDIR  PROD-OT  LABOR     ASGD AVAIL  ASSGNED  AVAIL   DIRECT  INDIR   PROD OT    LABOR    ASGN AVAIL

                                    WORK  CENTER:       DESCR:

WORK CENTER TOTALS:
SHOP SECTION TOTALS:
SUPPORT TOTALS:
SAMS-2 TOTALS:
ASGD-MHRS      AVAIL MHRS   DIR  LABOR   IND  LABOR   PROD  OT    NON PROD    LAG  TIME   BWD  LBR     LND  LBR    ASGD  UTIL%    AVAIL  UTIL %
```

Legend for fig. C-31:

UICs Selected for This Report - Entered in Reports Activity. Selectable for up to 6 UICs or all.

Shop Codes Selected for This Report - Entered in Reports Activity for up to 10 Shop Section Codes or all.

Report Start Report End - Start and end dates of the report. Entered by month and year.

UIC Support Unit Name - UIC and name of the support maintenance activity.

Shop Section - Shop Section Code. - Can be A thru Z. Identifies the shop section whose work centers are displayed, e.g. A = Automotive Shop, B = Battery Shop, C = Commo Shop.

Record Month and Year - Month and year of the record. Numeric calendar month for which the manhour data is maintained.

Military Manpower - Two columns showing:

Manhours Assigned - Calculated by Qty On Hand x 8 x Days Available + Direct Overtime +Indirect Overtime.

Manhours Available - Calculated by Mhrs Assigned - Nonproductive Mhrs Expended.

Figure C-31. Manpower Utilization Report by UIC Spt, PCN AHO-044.

Military Utilization - Three columns showing:

Productive Labor:

Direct - Manhours assigned to or expended in Labor Codes 01 and 06.

Indirect - Manhours assigned to or expended in Labor Codes 03, 04, 11, 13, 16, 17, and Maintenance Technical Training.

Productive Overtime - Overtime manhours expended in direct or indirect labor.

Nonproductive Labor: Manhours expended in Military Training, Military Unit Duty, Lag Time, TDY and Other.

NOTE: See appendix B for an explanation of Labor Codes.

Utilization Percent:

Assigned - Calculated by Direct Mhrs Expended Assigned + Indirect Mhrs Expended Assigned + Direct Overtime Expended Assigned + Indirect Overtime Expended Assigned x 100.

Available - Calculated by Direct Mhrs Expended Available + Indirect Mhrs Expended Available + Direct Overtime Expended Available + Indirect Overtime Expended Available x 100.

Civilian Manpower - The fields and logic used in the civilian manpower computations are the same as those used for the military manpower shown above.

Civilian Utilization - The fields and logic used in the civilian utilization computations are the same as those used for the military utilization shown above.

Work Center and Description - Five position work center code and name of the work center.

Work Center Totals Shop Section Totals - Totals, for this work center or shop section, of: Assigned Mhrs, Available Mhrs, Direct Labor, Indirect Labor, Productive Overtime, Nonproductive Labor, Lag Time, Borrowed Labor, Loaned Labor, Assigned Utilization Percent, and Available Utilization Percent.

Support Totals SAMS-2 Totals - Totals, for this SAMS-1 or this SAMS-2's suppport units, of: - Assigned Mhrs, Available Mhrs, Direct Labor, Indirect Labor, Productive Overtime, Nonproductive Labor, Lag Time, Borrowed Labor, Loaned Labor, Assigned Utilization Percent, and Available Utilization Percent.

Figure C-31. Manpower Utilization Report by UIC Spt, PCN AHO-044 - continued.

C-28 Personnel Utilization Report, PCN AHO-045.

a. Produced in Reports Activity. Shows, for each work center, productive and nonproductive manhours expended and computes a manpower utilization percentage by Assigned Labor Code. (See fig. C-32.)

b. Selectable by UIC or Shop Section Code.

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PREPARED    TIME                          SAMS-2 PERSONNEL UTILIZATION REPORT                                    PCN AHO-045

UIC'S  SELECTED  FOR  THIS  REPORT  =

SHOP  CODES   SELECTED  FOR  THIS  REPORT =

REPORT  START  DATE              UIC  SPT:        UNIT  NAME
REPORT  END  DATE          SHOP SECTION:
                                                          ACCOUNTABLE  MANHOURS EXPENDED
LBR   LABOR CODE      MANHOURS                PRODUCTIVE                MANHOURS  EXP  IN NON PROD ACTIVITY        UTILIZATION  PERCENT
CD     DESCRIPTION  ASSIGNED  AVAILABLE   DIRECT   INDIRECT      LAG  TIME    UNIT  DTY   TRAINING   TDY  OTHER   ASSIGNED   AVAILABLE

REOCRD MO/YR                     WORK  CENTER:       DESCR:

  WORK CENTER TOTALS:
  SHOP SECTION TOTALS:

     SUPPORT TOTALS:
       SAMS-2 TOTALS:
```

Legend for fig. C-32:

UICs Selected for This Report - Entered in Reports Activity. Selectable for up to 6 Support UICs or all.

Shop Codes Selected for This Report - Entered in Reports Activity for up to 10 Shop Section Codes or all.

Report Start Report End - Start and end dates of the report. Entered by month and year.

UIC Support Unit Name - UIC and name of the support maintenance activity.

Shop Section - Shop Section Code. Can be A thru Z. Identifies the shop section whose work centers are displayed, e.g. A = Automotive Shop, B = Battery Shop, C = Commo Shop.

Labor Code - Assigned Labor Code. Labor Codes 01, 03, 04, 06, 11, 13, 16, and 17 are SAMS Assigned Labor Codes. The data on this report is displayed for each of these codes by work center.

Labor Code Description - Short description of the Assigned Labor Code. (See appendix B for an explanation of Assigned Labor Codes.)

Manhours Assigned - Manhours Assigned by the Shop Section as recorded at SAMS-1.

Manhours Available - Calculated by Mhrs Assigned - Nonproductive Mhrs Expended.

Figure C-32. Personnel Utilization Report, PCN AHO-045.

Productive - Two columns showing:

Direct - Manhours assigned to or expended in Labor Codes 01 and 06.

Indirect - Manhours assigned to or expended in Labor Codes 03, 04, 11, 13, 16, 17, and Maintenance Technical Training.

Manhours Expended in Nonproductive Activity - Five columns showing manhours expended in: Lag Time, Unit Duty, Training, TDY, and Other. (See Assigned Labor Codes in appendix B for an explanation of nonproductive labor categories.)

Utilization Percent - Two columns showing:

Assigned - Calculated by Direct Mhrs Expended Assigned + Indirect Mhrs Expended Assigned + Direct Overtime Expended Assigned + Indirect Overtime Expended Assigned x 100.

Available - Calculated by Direct Mhrs Expended Available + Indirect Mhrs Expended Available + Direct Overtime Expended Available x 100

Record Month and Year - Month and year of the record, Numeric calendar month for which the manhour data is maintained.

Work Center and Description - Five position Work Center Code and name of the work center.

Work CenterTotals Shop Section Totals - Totals for this work center of: Mhrs Assigned, Mhrs Available, Direct Labor, Indirect Labor, Lag Time, Unit Duty, Training, TDY, Other, Assigned Utilization Percent, and Available Utilization Percent.

Support Totals SAMS-2 Totals - Totals, for this SAMS-1 or this SAMS-2's support units of: Mhrs Assigned, Mhrs Available, Direct Labor, Indirect Labor, Lag Time, Unit Duty, Training, TDY, Other, Assigned Utilization Percent, and Available Utilization Percent, and Available Utilization Percent.

Figure C-32. Personnel Utilization Report, PCN AHO-045 - continued.

C-29 Inop Transfer Listing, PCN AHO-037.

a. Produced in the Input Output Activity. This report shows the quantity, by type, of transactions which took place during Process Daily Inop Transfer. For XMJA errors only, it shows the record data and the reason the transaction failed edit. All transactions are totalled. (See fig. C-33.)

b. Records are listed by customer UIC and totalled by UIC and action.

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                                                    UNCLASSIFIED

PREPARED      TIME                          SAMS-2  INOP  TRANSFER  LISTING                                    PCN AHO-037

UIC CUST       UNIT NAME

DIC   ACT CD     ORGWON                ID/NSN              SEQ NO                ERROR MESSAGE                                ACTION
          XMJ   INOP  RECORD  DATA   EQUIP  SN/MALFUNC/ERC/D L/EIC/WPN  SYS SN/ADMIN# /STATUS DATE TIME/STATUS DATE TIME/  /

               UIC CUST SUMMARY:     PROCESSED       UPDATED              BYPASSED          ERRORS        UPDATED OR
              (COMMAND SUMMARY)                                                                          SKELETON BUI LT
                              XMJ:
                              XMK:
                             XMMA:
                             XMMB:

               UIC CUST TOTALS:
               (COMMAND  TOTALS:)
```

Legend for fig. C-33:

UIC Customer - The UIC of the customer unit.

Unit Name - Customer name.

Document Identifier Code - XMJ, Inop Equipment Add transaction from unit level. (See section 6 for DICs used in SAMS-2).

Action Code - File Input Action Code A. (See section 6.)

Organization Work Order Number - Assigned by unit. Consists of unit UIC and a five digit sequence number or bumper number.

ID NSN - ID NSN of inop item or part.

Sequence Number - Sequence Number of DIC.

Error Message - Reason transaction failed edit.

Action - Action system has taken on this transaction record.

XMJ Inop Record Data - Inop data from unit.

Figure C-33. Inop Transfer Listing, PCN AHO-037.

UIC Customer Command Summary - Totals by DIC and action for Customer UIC and, at the end of the report, for the command. Totals for XMM B will include those XMM Bs which have a Qty On Hand equal to or greater than the Rqd Qty and have therefore deleted the parts record.

UIC Customer Totals - Totals by action for Customer UIC and, at the end of the report, for the command.

Figure C-33. Inop Transfer Listing, PCN AHO-037 - continued.

C-30 Bypassed Receipted Parts Records, PCN AHO-024.

a. Produced in the Input Output Activity (Process Weekly WO Transfer). Optional listing which shows all receipted parts on the RC Parts File. Receipted parts are those records where the Quantity Issued is equal to or greater than the Quantity Required. Partial receipts are not receipted parts.

b. During Process Weekly WO Transfer receipted parts can be written to the Weekly WO Parts File (AHO06I) or to the RC Parts File (AHO24D). When the records are written to the RC Parts File, the listing in figure C-34 can be produced.

c. Sorted by Work Order Number (WON).

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PREPARED TIME SAMS-2 BYPASSED RECEIPTED PARTS RECORDS PCN AHO-024

WON	TASK SEQ	ID/NSN	SFX CD	DOC NO	NOUN	PD	SRC CD	REC CD	STA DT	QTY RQR	QTY REQ	QTY ISS

Legend for fig. C-34:

Work Order Number - WON of the item being repaired.

Task Sequence Number - Task Sequence Number (task code). Identifies task and ` associated repair parts.

ID NSN - ID NSN of the receipted part.

Suffix Code - Suffix Identification Code. SAMS-1 operator entry key. (See appendix B.)

Document Number - Document Number of the parts request.

Noun - Noun of the repair part.

Priority Designator - Priority assigned to parts request.

Source Code - Method and source for obtaining the part.

Received Code - Supply Status Code of the part. Always RC on this listing when part was requested through the supply system (Doc Number), otherwise blank.

Status Date - Date of the receipt.

Quantity Required - Quantity of the part required for this task.

Quantity Requested - Quantity of the part requested on this document number.

Quantity Issued - Quantity of the part issued against the task.

Figure C-34. Bypassed Receipted Parts Record,PCN AHO-024.

C-31 Reportable Items File Listing, PCN AHO-027.

a. Produced in the Input Output Activity. Contains data from the Equipment Master File (EMF). Shows all MCS reportable and maintenance significant items (including maintenance significant items tracked as systems) on the file.

b. There are four parts to this report. The headings are the same for all. Figure C-35 shows the format for these reports.

(1) Part I Regulatory (Weapon Systems) - This part lists weapon systems and provides the configured subsystem's records.

(2) Part II Regulatory (End Items) - This part lists reportable end items.

(3) Part III Maintenance Significant (Systems) - This part lists User Created Maintenance Significant Systems and provides the configured subsystem's records.

(4) Part IV lists User Created Maintenance Significant End Item records.

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PREPARED TIME SAMS-2 REPORTABLE ITEMS LISTING PCN AHO-027

PART 1 REGULATORY (WEAPON SYSTEMS) SORTED BY: MCSR CMDTY/LIN/NSN

WEAPON SYSTEM NSN SUBSYSTEM NSN	EI C	LIN	MODEL	ITEM NOUN	ECC	MCSR CD	MCSR CMDTY	DH	ORF	WRNTY

Legend for fig. C-35:

Weapon System Subsystem NSN. The National Stock Number of the item and prime subsystem of the NSN.

End Item Code - The Weapon System EIC if the item is a weapon system; the EIC if the item is maintenance significant and tracked as a system. (See section 9.)

Line Item Number - LIN of the NSN.

Model - Model or version of the weapon system or item of equipment.

Noun - Name of the item.

Equipment Category Code - ECC for the NSN. -

MCSR Designator - A one character code indicating whether the equipment is MCS reportable (Y) , Multisystem (M), maintenance significant (S) or not a weapon system (N).

Figure C-35. Reportable Items Listing, PCN AHO-027.

MCSR CMDTY - Identifies commodity A1 = Aviation, GE = Ground Equipment, and
M4 = Missile.

D/H - Code identifies if reported in (D) Days or (H) Hours.

ORF - Y indicates to accumulate ORF Demands.

WRNTY - Y identifies if the item or any components are under warranty.

Figure C-35. Reportable Items Listing, PCN AHO-027 - continued.

C-32 Diskette Comm Interface Parameter File Listing, PCN AHO-028.

a. Produced in the Input Output Activity. This listing is a hard copy print of the parameter files of the Diskette Comm Transfer (IN OUT) Process. It identifies the file and shows the stamp" of the last diskette processed for the file. (See fig. C-36.)

b. The listing is sorted by File ID.

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PREPARED TIME SAMS-2 DISKETTE/COMM INTERFACE PARAMETER FILE LISTING MMS PCN AHO-028

KEY FILE ID	SENDER/ RECEIVER ID	FILE TEXT	SENDER/RECEIVER TEXT	YOUR ID/ YOUR ID TEXT	SIC	DATE/ TIME	UNIT/ FILE ID	DISK NO/ SERL NO	FILE TYPE

TOTAL RECORDS:

Legend for fig. C-36:

Prepared - The date the list was printed.

File ID - The name or number that identifies each input or output file.

Sender Receiver ID - The UIC (or other designation) of the sender of the input and of the receiver of the output.

File Text - The name or description of the file.

Sender Receiver Text - The name of the sender of the input file or the receiver of the output file.

Your ID Your ID Text - Your UIC (or other designation) and unit name.

System Identification Code - Identifies the system version that is sending or receiving the file.

Date Time - The date and time, to include seconds, indicating when the diskette shown on the report was created.

Unit File ID - The UIC (or other designation) of the organization that created the diskette and the file ID of the input output file.

Disk Number Serial Number - The number of the diskette whose stamp is shown on the report.

File Type - Shows if the file is an input or output file or both.

Total Records - Total number of records shown on the report.

Figure C-36. Diskette/Comm Interface Parameter File Listing, PCN AHO-28.

C-33 Completed Work Order File Purge Listing, PCN AHO-018.

a. Produced in the Master Files Activity. This listing shows work orders purged from the Completed Work Order File. (See fig. C-37.) It is the only record of the purged work orders and should be kept for historical purposes.

b. Information sorted in order by: Date of Completioon and Work Order Number (WON).

UNCLASSIFIED
PREPARED TIME SAMS-2 COMPLETED WORK ORDERS FILE PURGE LISTING PCN AHO-018

PURGE END DATE

TOTAL RECORDS PURGED

WON	DATE COMPL	DATE ACPT	UIC SUPPORT	ECC	PD	UIC CUST	ID	NSN	QTY RPR	EQUIP UTIL CD	MH EXP TEN	TYPE MNT CD	COMPL STA

Legend for fig. C-37:

Purge End Date - The end date of the period for which all records were purged.

Total Records Purged - The total number of records purged from the Completed Work Order File.

Work Order Number - WON of the purged record.

Date Completed - Ordinal date the work order was completed.

Date Accepted - Ordinal date the work order was accepted by the maintenance activity.

Unit Identification Code Support - UIC of the maintenance activity.

Equipment Category Code - ECC applicable to the work order. (See DA Pam 738-750.)

Priority Designator - Priority assigned to the work order (01 15).

Unit Identification Code of Customer - UIC of the customer unit.

Identifying Number Code - The type of stock number to follow.

National Stock Number - Identification of each repaired item (may be NSN or part number).

Quantity Repaired - Quantity of items repaired on the designated work order.

Figure C-37. Completed Work Order File Purge LIsting, PCN AHO-018.

Equipment Utilization Code - Code which shows how the equipment is utilized for the unit. (See DA Pam 738-750.)

Manhours Expended Tenths - Total manhours expended on the completed work order.

Type Maintenance Code - Maintenance action requested or reported.

Completed Status - Reason the work order was closed out.

Figure C-37. Completed Work Order File Purge LIsting, PCN AHO-018 - continued.

C-34 Manpower Utilization Report Purge Listing, PCN AHO-046.

a. Produced in the Master Files Activity. This listing shows work orders purged from the Manpower Utilization File. (See fig. C-38.)

b. It is the only account of the purged records and is used for history purposes.

UNCLASSIFIED

PREPARED TIME SAMS-2 MANPOWER UTILIZATION REPORT PCN AHO-046
REPORT START MM/YY PURGE LISTING
PURGE END DATE M,M/YY

TOTAL RECORDS PURGED

UIC SPT	SHOP SECT	WORK CENTER	REPT STR DATE	REPT END DATE	REPT MONTH	DAYS AVAIL	MIL OH	CIV OH	MIL DIR MAN HRS	MH,OT MAN HRS	MIL, BWD MAN HRS	MIL, LND MAN HRS	CIV DIR MAN HRS	CIV O T MAN HRS	CIV BWD MAN HRS	CIV LND MAN HRS

Legend for fig. C-38:

Report Start End Date - The start and end dates for the purge. Selected in the Master Files Activity when performing the purge process.

Total Records Purged - Number of records removed from the Manpower Utilization File.

UIC Support - UIC of the support maintenance activity.

Shop Section - Shop Section Code, can be A thru Z. Identifies the shop section of the work center.

Work Center - Code which identifies the work center for which the manpower data is displayed.

Report Start Date - Opening date of the record. Entered at SAMS-1. Can be the actual date the record is opened or the first day of the calendar month when SAMS-1 automatically produces a new record.

Report End date - Closing date of the record. Last ordinal day of the calendar month. Machine generated at SAMS-1 when AHN4GD output to SAMS-2 is run.

Report Month - Numeric calendar month of the record. Machine generated at SAMS-1.

Days Avail - Direct labor days available for the work center.

Military on Hand - Total number of military personnel on hand at this work center.

Civilians on Hand - Total number of civilian personnel on hand at this work center.

Military Direct Manhours - Total number of direct labor hours expended on work order tasks by military personnel for the report month.

Figure C-38. Manpower Utilization Report Purge Listing, PCN AHO-046.

Military Overtime Manhours - Total number of overtime hours expended on work order tasks by military personnel for the report month. Included in Military Direct Manhours quantity.

Military Borrowed Manhours - Total number of military manhours used at other work centers on tasks opened at this work center.

Military Loaned Manhours - Total number of military manhours at this work center expended on tasks opened at other work centers. Included in Military Direct Manhours quantity.

Civilian Direct Manhours - Total number of direct labor hours expended on work order tasks by civilian personnel for the report month.

Civilian Overtime Manhours - Total number of overtime hours expended on work order tasks by civilian personnel for the report month. Included in Civilian Direct Manhours quantity.

Civilian Borrowed Manhours - Total number of civilian manhours used at other work centers on tasks opened at this work center.

Civilian Loaned Manhours - Total number of civilian manhours at this work center expended on tasks opened at other work centers. Included in Civilian Direct Manhours quantity.

Figure C-38. Manpower Utilization Report Purge Listing, PCN AHO-046 - continued.

C-35 Deadline Status Listing, PCN AHO-017.

a. Produced in the Reports Activity. Provides information on equipment deadlined within various categories and calculates the average days an item is deadlined (fig. C-40).

b. This information is sorted by: Model and Average Age, on equipment deadlined.

```
PREPARED                                    SAMS-2 DEADLINE STATUS LISTING                                    PCN AHO-017
                                                        REPORT

UIC'S SELECTED FOR THIS REPORT = WAC9AO                                          REPORT SORTED BY: MODEL

UIC CUSTOMER: WAC9AO   UNIT NAME CUSTOMER: A B TRY 5TH BN 1ST FA

DEADLINED     DL   ERC  MT   DL                      IN          AWT  IN          CLSD   AWT   PARTS   DI                          AVG
MODEL/NOUN    QTY  P     SG   SYS   SYS MODEL/NOUN  SPT  NMCE  INSP  SHOP  EVAC  STAT  PARTS  SPT     ORG   0:30   31-60  61-90   +90  AGE
```

Legend for fig. C-40:

UIC - Customer's parent UIC.

Unit Name - the supported unit name in the clear.

Deadlined Model noun - Model number or noun of the end item that is not a designated w weapon system.

Deadline quantity - Total quantity deadlined.

ERC 'P' - Total number of ERC P items.

Maintenance Significant Items - Total number of maintenance significant items deadlined.

Deadlined Weapon Systems - Total deadlined weapon systems.

Systems Model Noun - Model of applicable weapon system or name.

In Support - Quantity in support (Work Request Status Code other than U.).

NMCE - Quantity in NMCE status (Work Request Status Code 0).

Awaiting Insp - Quantity of WOs awaiting inspection (W.O. with WO Number or a U A ORG Status Code of A or E).

In Shop - Quantity of WOs in shop (Support Status Code of B, H, I, J, K, Q, P, 8 or an ORG status code of B, C, D, I, J, N, O or Spt Status of U and ORG Status of M).

EVAC - Quantity Evacuated (W.O. Status Code of L, M, N).

CLSD STAT - Quantity in Closed Status (W.O. Status of R thru Z minus U).

Figure C-40. Deadline Status Listing, PCN AHO-017.

Awaiting Parts - Quantity of WOs awaiting parts (With a record of more than one).

Parts Due In at Support- Y indicates parts are due in at the support.

Parts Due In at ORG - Y indicates parts are due in at the organization.

Deadline Age - Quantity of deadlined work orders meeting the criteria shown in the heading.

Average Age - The average days deadlined.

NOTE: Reportable items in status codes 2, F, G, K, and R thru Z can be excluded from the report.

Figure C-40. Deadline Status Listing, PCN AHO-017 - continued.

APPENDIX D

System Error Messages

D-1 Windows NT Errors Codes.

Windows NT errors should be referred to the USAISSDCL CAO, DSN 687-1051 or (804) 734-1051.

D-2 ADS System Error Codes.

ERC	CAUSE	RECOVERY
10H	Memory failure.	Attempt to reload computer. Call for technical assistance. You may need to replace the master remote workstation.
33	Service not available. You have asked the computer to do something for which software is not installed. For example, Print, Queue Manager or ISAM must be installed.	Do a Partition Status to determine what software package is missing. Reboot, do Partition Status again to confirm fix; if not, call CSSAMO.
202	Directory full. You have tried to put too much information in a particular area of the computer memory.	Rename all files in this directory to another directory and then delete this directory. Create a new directory with the name of the old directory. Then rename all the files from the other directory to this new, expanded directory.
203	No such file.	This indicates a correct condition when SAMS files are being backed up. It means there are no holding files. But if it is displayed at any other time, there is a problem. Check your directory using the Files command. Is the name spelled correctly? Is the file in another directory? Has the directory been removed? Are you logged on to the correct volume? You may have to restore from the latest backup; depending on the process, you may have to restore other files as well.

ERC CAUSE RECOVERY

204	No such directory. You might have miskeyed input data.	Do a Drive Status to check if the directory exists on this drive. Have you spelled the name correctly? Are you logged on to the correct drive? Has the directory been removed?
215/ 216	No such drive or no such device, or the drive is currently not requested.	Check to see if diskette or tape is properly inserted. Check device name and retry. Clean tape drive. Clean disk drive.
219	Access denied. You have provided the incorrect password. You are attempting to backup files which have been protected.	Check provide the correct password. Retry.
220	File in use. Another person is using the file you are trying to access.	Remote and master attempted to use the same file. Exit out and wait until the other terminal has finished. Occurs in Weekly WO Transfer or Requisitioning processes. (UIC file is shared.)
223	File header invalid page number. The drive control structures are invalid.	Run Backup Data Files, and Restore on this drive.
230	Disk full. There are not enough available disk sectors to accommodate the current Create File of Change File Length request.	Delete unneeded files, including temporary files.

ERC	CAUSE	RECOVERY
232	Tape cartridge or disk not formatted. The drive control structures are invalid.	Format the tape cartridge or diskette.
240	Directory already exists. Will occur during software installation.	No action necessary; continue software installation. The directory you just attempted to establish already exists.
245	Run file bad checksum. The file is probably not a run file.	Reload software using the update option.
300	Device not ready. May be a power problem.	Make sure that the power is on and that there is a diskette or tape in the drive you want to use. If using a tape, be patient and wait for tape to retense.
301	Input/Output error. This may be caused by a hardware or media fault.	Use the utility to defrag any bad sector on the system. If floppy unit, ensure diskette is DS/DD. If problem persists, clean drive. If problem continues, replace the drive. Call the Customer Assistance Office.
310/ 311	Input Output Error. (usually tape cartridge)	Caused by bad sectors on a tape. Initialize the tape.
905	Operation specifies an invalid or nonexistent queue.	Check printer status; if missing, reload queue by rebooting the system.
3105	Bad ISAM header. The ISAM data set cannot be opened by Open ISAM command due to inconsistency in the header of one of the data set.	Do selective Restore on that ISAM file. If that does not work, call CSSAMO. If it happens to a transfer file before the transfer process counts the records, the output file must be deleted, and the process run again.

ERC	CAUSE	RECOVERY
3118	Duplicate key. An attempt to store or modify a record would duplicate the key stored in another record for the same index, but the index does not allow duplicates.	Verify data available is the same as that for which entry was attempted. Possible program bug. Should have been caught during edit. Call SAMS CAO.
3119	Index file error. This is returned as the status code of an ISAM operation. The detail status code refers to a problem with the index file of the ISAM data set.	Do an ISAM Reorganize and try again.
3120	Attempted privacy breach. An attempt to modify data that exceeds the protection level assigned to your password.	If data must be modified, have system administrator do it. You may have to have your protection level access improved as well.
3122	Data store file error. Identifies a problem with the data store file of an ISAM data set. Could be a malformed record.	Do an ISAM Reorganize and try again.
3123	Index to data error. An inconsistency between the index and data store files of the ISAM data set.	Do an ISAM Reorganize.
3131	Cannot open ISAM, because ISAM is not available.	Reboot and try again; reload ISAM.
3134	Incompatible ISAM mode. An attempt to open a data set when the data set was already open in an incompatible mode.	Have the workstation operator(s) Logout or return to Master Menu. Then restart your process or wait until the other person is finished and restart the process.

ERC	CAUSE	RECOVERY
3138	ISAM buffer is too small. The data set being opened or created requires buffers larger than those installed.	Reboot and try again. May be a software problem that requires reloading under supervision of CSSAMO. Change the buffer size.
3140	Small ISAM record. An attempt to create an ISAM data set with records shorter than four bytes.	Check for misspelling during ISAM Reorganize.
3142	Data set or relation not available. Data set held by another user.	Have other workstation operator(s) Logout or return to Master Menu. Then restart your process or wait until the other person is finished and restart the process.
3301	STAM header invalid checksum. The checksum computed on the file header did not match the checksum computed when the file was created.	Note conditions preceding error. contact supervisor. Continue operation.
3302	Record does not exist.	Check path for valid directory. Check spelling of volume, directory, and file names.
3303	Malformed Record. Data read from the disk contained an inconsistency in the record header and trailer.	Do a Compress ISAM Files in SAMS Utilities. If problem persists, do a selective Restore from previous backup. If ISAM status gives same error, it is beyond operator and system administrator capabilities. Call CSSAMO.
8100	Time Out. Workstation no longer responds. In context with 2780 (RJE) 3780 (ATE) the host computer failed to respond to a transmission. Possibly indicates a total break in communications.	Power down, check comm connections, and reboot.

D 3 Functional Application Errors.

ERC	CAUSE	RECOVERY
15009	File conversion error.	If it occurs when attempting to print an ADHOC report and a Y is entered in a non-numeric field, delete the Y. If it occurs when installing a new SCP, contact the CAO.
15012	Command unknown. Misspelling, omission or other similar error.	Follow Windows NT error message, if displayed, or press [Ctrl-F4] to return to the SAMS Master Menu.
15016	The interpreter has run out of memory.	As above.
15021	The interpreter has run out of temporary memory storage.	As above.
15022	Bad data has been detected. Usually happens during Create or Update.	Verify format in which data are to be stored. May be a conversion problem from alpha to numeric or vice versa.
15059	An attempt to load data into a file that does not have a unique key.	Follow Windows NT error message, if displayed, or press [Ctrl-F4] to return to the SAMS Master Menu.
15060	An attempt to load data into a file whose record size exceeded the maximum.	As above.
25014	An ISAM error has occurred.	As above.

APPENDIX E

Sample SOP

DEPARTMENT OF THE ARMY
Headquarters, XXth XXXXXXXX
Division Materiel Management Office
Fort XXXXXXXXX, XXXXXXX XXXXX-XXXX

XXXX-XXX-SSO (Date)

SOP FOR
STANDARD ARMY MAINTENANCE SYSTEM (SAMS)

SECTION 1. INTRODUCTION

1-1 Purpose. To prescribe policies and procedures to assist unit personnel in operating the SAMS system.

1-2 Scope. The policies and procedures in this SOP are in addition to those contained in the End User Manual. The proponent for this SOP is the _____.

1-3 Definitions.

a. Standard Army Maintenance System (SAMS): Software developed by the US Army Information Systems Software Development Center - Lee, Fort Lee, VA to provide an automated maintenance management system operating on a Personal Computer.

b. SAMS-1: The DS/GS level of maintenance. This is currently:

(List SAMS-1 users)

c. SAMS-2: Brigade support level. This is currently:

(List SAMS-2 organizations)

d. Senior Operator: The individual at the SAMS-1 or SAMS-2 site designated to be a single point of contact for all problems/changes in the SAMS system (software or hardware). This individual is currently:_____.

1

Figure E-1. Example of SOP

e. A Personal Computer (PC) with a Pentium chip and Windows NT. The hardware and operating system on which SAMS functions.

SECTION 2. PROBLEMS IN SAMS

2-1 Problem Reports. This section explains the correct procedures for reporting SAMS problems. A hardware or software failure that stops the system from functioning, or a specific process from functioning will be handled as follows:

a. The senior operator will phone in the problem to the appropriate Customer Assistance Office. See para 2.4b of the End User Manualor a current SAMS Bulletin for the telephone number of the appropriate Customer Assistance Office.

b. The senior operator will follow up the problem by submitting a DA Form 5005-R (Engineering Change Proposal-Software) to the unit's MACOM.

2-2 Engineering Change Proposal-Software (ECP-S). This document is routinely used to enhance the system. ECP-S will be submitted in writing through the senior operator on a DA Form 5005-R. A separate DA Form 5005-R will be used for each problem or recommendation. The address for all ECP-S requests is the unit's supporting MACOM. See Appendix G, SAMS End User Manual. It is possible to generate and submit an informal ECP-S from SAMS-1 to SAMS-2 by using the ECP-S Status function on the SAMS-1 Master Menu.

SECTION 3. DATA FLOW

3-1 General. This section assigns responsibilities for the preparation and flow of data in support of SAMS.

3-2 Unit. Personnel will ensure that all requirements in the SAMS-1 and SAMS-2 End User Manuals are understood and complied with. Procedures and form preparation may be found in DA PAM 738-750.

2

Figure E-1. Example of SOP - continued

3-3 Input/Output Procedures. The following guidelines are provided for submission of input and output distribution in support of SAMS.

a. Customer units: It is the responsibility of each unit supported by the SAMS-1 maintenance organizations shown in paragraph 1-3b. to submit inoperative equipment and unit level deadlining parts data. Input is to be prepared before the close of business and taken to the supporting SAMS-1 location when submitting work orders for reportable items. Otherwise, NLT 0900 hours the following day.

(1) ULLS units will submit input via diskette daily. Once SAMS-1 begins accepting inoperative equipment and unit level deadlining parts data via diskette it can no longer process this data manually.

(2) Non-ULLS units will submit input manually via DA Form 5409 and DA Form 5410 IAW DA PAM 738-750, to the SAMS-2 location.

b. Shop office (SAMS-1):

(1) Each shop office will process the Daily Inop Transfer data for transfer to the SAMS-2 location as the last transaction of the day. It should be forwarded to reach the supporting SAMS-2 site NLT 0900 hours the following duty day.

(2) Each shop office will process the Weekly WO Transfer data each Monday after the Daily Inop Transfer data has been processed. It should be forwarded to reach the supporting SAMS-2 site NLT 0900 hours on Tuesday.

(3) The sequence of events, when the daily and weekly transfers occur on the same day is, run the daily backup; run the necessary SAMS-1 reports; run the Daily Inop Transfer; followed by the Weekly WO Transfer.

(4) Each shop office will process the Manhour Accounting Transfer data each Monday. It should be forwarded to reach the supporting SAMS-2 site NLT 0900 hours on Tuesday. In addition, each shop office will process the Manhour Accounting Transfer data on the 1st work day of each month. This transfer, which closes the previous month's records, should be forwarded to reach the supporting SAMS-2 site NLT 0900 hours the following day.

c. Method of data transfer:

(1) Data comm. This is the preferred method of data transfer using either BLAST Point to Point, BLAST Concentrator, or BLAST CAISI.

3

Figure E-1. Example of SOP - continued

2) Diskette. In the event that problems with data comm prevents data transmission, diskettes will be the alternate method.

d. Coordinating data comm transfer: Since commo interfaces use the telephone line for data transfer, voice communication must be suspended. For that reason, coordination should be made with all sites (ULLS, SAMS-I/TDA, SARSS, SAMS-1 and SAMS-2) to agree upon a schedule.

e. MMC/MATO/SOS/S4 (SAMS-2): The SAMS-2 operator(s) will ensure that the SAMS-1 operators are operating IAW this SOP. The ___ will produce the necessary reports for ___ and the LOGSA outputs IAW the SAMS-2 End User Manual.

3-4 Diskette Marking. When diskettes are used they will be properly labeled using the Print Labels process (in SAMS) or, as a minimum, with these markings:

a. Diskette Name: e.g., (ULLS-1 DAILY, SAMS-1 INOP TRANSFER)
b. To:
c. From:
d. Prepared Date / Time:
e. Diskette # ____

3-5 Diskette Protection. Diskettes will be stored in a suitable storage box. During transport, ensure diskettes are not damaged. Use of a diskette carrying case is recommended. REMEMBER: Diskettes are magnetic and some electrical sources may damage or distort the information stored on them.

3-6 Diskette Accountability. All diskettes will be signed for and logged in on a diskette transfer logbook. Keep the two most recent input diskettes; the rest can be initialized and used again.

3-7 Backup of SAMS-1 Data Files. SAMS-1 data files must be backed up daily so they can be easily rebuilt if they are lost or damaged.

3-8 Frequency of SAMS-1 Backups. Each SAMS-1 site will perform at least one backup daily. The SAMS-1 system provides a reminder to backup files before running Requisitioning, Daily Inop Transfer, and Weekly WO Transfer processes.

4

Figure E-1. Example of SOP - continued

3-9 Backup of SAMS-2 Data Files. SAMS-2 data files must be backed up regularly so they can be restored if they are lost or damaged. There are four types of backups in SAMS-2:

a. Option 1. Backup All Data Files (tape cartridge or diskette)
b. Option 2. Backup Work Order Data (diskette)
c. Option 3. Backup Inop Data (diskette)
d. Option 4. Backup ORF File (diskette)

3-10 Frequency of SAMS-2 Backups.

a. Option 1: Used to maintain a backup of all SAMS-2 data files. Run at COB each day and when the system is moved during maneuvers. Run when changes have been made to the SAMS-2 Master Files. This backup should be made on tape cartridge.

b. Option 2: Used to maintain a separate backup of all work order files. Run after data changes in the work order files.

c. Option 3: Used to maintain a separate backup of all Inop data files. Run after data changes in the Inop files.

d. Option 4: Used to maintain a separate backup of the ORF File. Run once each week after updating ORF demands.

NOTE: Run the Compress Files process after files have been purged, or records have been deleted on a file. This process will clean up the data files and sometimes reduce the number of diskettes it takes to do a backup.

3-11 Diskette Transfer Backup Procedures.

a. Backups must be made of the following outgoing diskette transfers and communication transfers.

b. Backup disks should be made for these output files:

SAMS-1	AHN4BD	WEEKLY WO TRANSFER
SAMS-1	AHN4EI	REQUISITIONS
SAMS-1	AHN4AD	DAILY INOP TRANSFER
SAMS-1	AHN4GD	MANHOUR ACCOUNTING
SAMS-2	AHOD1F	LOGSA COMP WO TRANSFER
SAMS-2	AHOD1A	SAMS-2 INOP TRANSFER

5

Figure E-1. Example of SOP - continued

c. To create a backup of SAMS-2 output files, add a backup record for each file in the Update Supported User Parameters process.

SECTION 4. DEPLOYMENT

4-1 Deployment of SAMS. When a significant portion of the _____ deploys, the SAMS-1 and SAMS-2 sites will deploy and maintain operations in the field environment. In addition to the procedures outlined below, follow the procedures in appendix I (Go To War). Notification to deploy SAMS assets will be made by _____.

4-2 Pre-Deployment Processing. All current SAMS data files and useable reports will be backed up or output as follows:

a. SAMS-1 data files will be backed up on tape cartridge. SAMS-2 data files will be backed up on tape cartridge (Option 1). The senior operator will perform a complete system backup on tape cartridge using the operating system commands. The SAMS data files backup will be carried with the SAMS system. The complete system backup will be hand-carried by the senior operator.

b. Usable reports will be output on 3-part paper; copy 1 will accompany the hardware; copy 2 will be handcarried by the senior operator; copy 3 will be stored at the permanent SAMS-1 or SAMS-2 site.

4-3 System Software. The current baseline software (OS and baseline) will be duplicated; copy 1 will be transported with the hardware; copy 2 will be handcarried by the senior operator.

4-4 System Hardware. Hardware will be packed and transported in the transit cases issued with the system. Transit cases must be used when moving the system. At no time will a system module be strapped or otherwise transported in a shelter, van, vehicle or other shipping container without first being placed into the proper transit case.

4-5 Notifications. Written notification for deployment of a SAMS operating system shall be provided to the senior operator. This notification will enable the support supply and maintenance activities to issue or make provisions for float systems to support the deployment.

6

Figure E-1. Example of SOP - continued

SECTION 5. SYSTEM SOFTWARE

Duplicates: Duplicate copies of all SAMS unique software will be maintained by the _____ senior operator. When a user of SAMS-1 or SAMS-2 determines that their SAMS software has been damaged, they will submit a written request for duplicates. This will enable the senior operator to control reproduction and provide a storage site for critical software.

SECTION 6. RECOMMENDATION FOR CHANGES

Recommendation for additions or deletions to this SOP should be addressed to _____, ATTN: _____.

7

Figure E-1. Example of SOP - continued

APPENDIX F

Senior Operator's Guide

F-1 General. This appendix is intended for use as a guide by the senior operator. It contains certain essential functions not discussed elsewhere in this manual.

F-2 Backup Software. As senior operator, keep a current backup of all SAMS-2 software at a location removed from the hardware site. This serves the following purposes:

a. Preserves the software in case of fire or accidental destruction of the hardware.

b. Keeps information on any system failures so the operator can assist in bringing the system back on line.

c. Helps detect the cause of failure so reporting the incident can be handled through proper channels. (See appendix G.)

d. Backups, Restore and Recovery Theory:

(1) Have the SAMS-2 operator maintain at least five days of back-up. Each SAMS-2 site should maintain diskettes or tapes labeled for each workday of the week (i.e., Monday, Tuesday, Wednesday, Thursday, Friday). At the close of business on Monday, for example, the operator would use the tape labeled Monday to run the Back-up Files process. When the process is run, the previous Monday's data would be overwritten with the current Monday's back-up data. Have the operator follow the same procedure each day using the tape labeled for that day.

(2) It is not necessary to maintain more than five days of backups. Make sure operators have labels, paper, diskettes, tape cartridges, and printer ribbons on hand. Backup/software should be stored in a clean and safe place.

(3) If the operator has trouble running processes in SAMS-2, there may be a problem with the software. Try to determine the type of error from the Error Recovery Code (ERC); look up the ERC in the SAMS-2 End User Manual. If the problem is with an ISAM file, run the Compress Files and or Clean Up Hard Drive processes which should correct the problem. Tell operators that if they run the compress/cleanup process and the prompt indicates records will be lost, to contact the senior operator before pressing [Ctrl-F1]; otherwise, data will be lost. If the problem is the SAMS-2 software, have the operator load the SAMS-2 baseline. It is important that the operator follow the Software Version Description (SVD) which can be printed from the SVD floppy. If that does not solve the problem, call the U.S. Army Information Systems Software Development Center - Lee Customer Assistance Office (CAO).

(4) If the operator is getting ERC 301 errors on the hard disk drive, it can normally be corrected by initializing the hard disk. This should only be done as a last resort. Ensure there is a backup made; then, follow the SVD for loading the SAMS-2 baseline disks. This will take care of the bad spots on the hard disk that normally causes ERC 301 errors.

(5) Backups should only be restored if there is a problem and the operator needs to bring his data files back to a certain point in time.

(6) Operators should do a backup before running any comm or diskette Interface Activity input/output process. This is important because at times, the holding files that create the diskette may contain malformed records.

(7) To correct a malformed records the Compress Files and Clean Up Hard Drive processes in the SAMS-2 File Utilities activity.

(8) It is important for operators to perform the Tape Cartridge Initialization process on all backup tapes when the tape readability has diminished. This may be the case when the tape statistics displayed on the screen indicate SOFT RNF errors averaging more than 50 percent of the read attempts. This condition is due to excessive use of the tape. The tapes develop bad spots over time and the initialization will flag those bad spots to prevent data from being written to them.

(9) The operator may experience problems while backing up files. If the operator presses [Alt-F4] and reboots, the printer will first try to print the results of the backup but may begin to print the contents of the SAMS-2 data files. Refer to section 10 and follow the stop print procedure in paragraph 10.10.

F-3 Software Change Packages.

a. Software change packages are identified by the Baseline Version Number. SAMS software has, on each diskette or tape cartridge, a label that contains numbers that identify the baseline. An example of a baseline version number is shown below:

SAMS-2

```
L26 - 10 - 00
 |     |    |
 |     |    |  The ICP number.
 |     |  The SCP number.
 |  The System Identification Code
```

(1) System Identification Code - The number that identifies the system to which the software applies; e.g., SAMS-1 is L21; SAMS-2 is L26. The System Identification Code L26 is always followed by two sets of numbers. The initial software package is 00-00.

(2) Software Change Package (SCP) Number - The number that identifies the edition of the software itself. Scheduled updates to the SAMS-2 software are released via an SCP. The SCP Number always increases by one with each SCP; e.g., 00-00, 01-00, etc.

(3) Interim Change Package (ICP) Number. The ICP Number indicates an emergency change to an SCP. This number may change more frequently than the release number. For example, L26-10-01 is the first ICP to SCP-10. ICPs are incorporated in the next SCP.

b. All SCP diskettes or tape cartridges replace all previous diskettes and tape cartridges to include the master operating system (OS) and the SAMS-2 update diskettes/tape cartridges. Initialize the replaced (old) software media only after verifying the system works, to include a backup.

c. ICP diskettes furnished as an interim change to an installed SCP replace any corresponding SCP software on a one-to-one basis. ICPs furnished as a follow-on to an installed ICP replace only the ICP software. All ICPs will be fielded on an emergency basis. An ICP is intended to overwrite the erroneous programs in the SCP. Initialize replaced software media only after verifying that the system works, to include the backup capability. Do not reload a SCP update after loading the ICP.

d. All SAMS-2 change packages (SCP or ICP) are accompanied by a Software Version Description (SVD) explaining the software load procedure. The document is distributed in two forms: typewritten for CSSAMO and floppy diskette(s) or tape cartridge(s) for SAMS users.

e. The SVD describes in detail all data necessary to install the software package furnished as either an SCP or ICP. The instructions include as a minimum:

(1) The contents of the software package.

(2) The sequence of software installation.

(3) A description of all changes incorporated in the SCP or ICP.

(4) Any special instructions and administrative procedures about installation of the software package and the reporting of the installation/problems.

f. It is important to obtain a copy of the SVD for review before the actual installation of the SCP or ICP. The cover letter that accompanies the software provides instructions for obtaining a copy. It tells which diskette or tape cartridge to load first to obtain the SVD.

g. During the load, a prompt appears for action to be taken such as power down the workstation, enter a password, or print a copy of the SVD.

(1) To obtain a printout of the SVD, insert the diskette or tape cartridge labeled SVD or SVD and ICP into the Windows NT drive (either diskette or tape). At the Windows NT icon screen, select Start, select run and enter (drive letter i.e., a: diskette or d: tape) and S I (Software Installation) on the command line. Follow the instructions on the screen. Print the SVD as often as needed.

(2) When a copy of the SVD has been printed, remove the diskette or tape cartridge and return it to the software package.

(3) After studying the SVD and understanding what has to be done, install the SAMS-2 ICP or SCP.

(4) While the software is loading, a file called [SAMSUTIL]RESTORE.LOG is recording all errors that occur. To get a record of the errors, print this file after completing the software load.

h. Make sure to inventory the software package. If the package is not complete, it will not installed successfully. Per the SVD instructions, discrepancies in the inventory should be reported directly to CAO, Fort Lee, Virginia, DSN: 687-1051.

i. Check also the version numbers of the software already installed on your system against the list included in the Implementation and Special Instructions section of the SVD. These must agree or the SCP/ICP will not be successful.

j. Report any load problems to the CSSAMO. Watch the screen closely and record any error messages that appear. Each step must be completed before proceeding to the next step.

F-4 Software Upload Information.

a. Perform a software upload when:

(1) The CPU is replaced.

(2) The hard disk is replaced.

(3) The entire system is replaced through the Operational Readiness Float (ORF).

(4) The system software is operating strangely and problems cannot be fixed by restoring backup files.

b. There are five error recovery codes (ERCs) which frequently occur during the initial software load: ERCs 202, 203, 216, 219, and 220. (See appendix D.)

c. SAMS system hardware consist of a Server and Workstation(s). The server has been pre-installed with Windows NT Server Version 4.0 operating software. The workstation(s) has/have been pre-installed with Windows NT Workstation Version 4.0 operating software. The load instructions that follow have been developed for the Zenith tower hardware that was available for the initial fielding. Depending on the type of hardware you receive, some of the instructions may not apply or may be out of sequence. For further assistance contact the CSSAMO or CAO.

d. The continuous successful operation of the SAMS system is the responsibility of the Senior Operator. When the situation arises rebuild the system, the steps listed below should be followed.

(1) System build instructions for the server.

(a) Load the Windows NT operating system.

1. Place the CD disk containing the Windows NT Server software in the CD-ROM Drive.

2. At the MS-DOS C: prompt or Command line of the Windows 3.11 File Manager Run dialog box, Type: D:\i386\winnt /b (or Drive Letter for CD-ROM) Press [Enter].

3. The path of the CD-ROM drive must be identified to let setup know where the Windows NT files are. Press [Enter] to Continue.

4. Two screens will display, please wait while setup files are copied to your hard disk. (This will take approximately 90 minutes.) When the system completes its setup, press [Enter] to reboot and begin the installation.

5. When the system asks for mass devices press [Enter] to continue.

6. At the License Agreement screen, press [Page Down] until the bottom page is reached. Respond “I AGREE” by pressing [F8].

7. At the Hardware and Software components screen, press [Enter]

8. At the next screen(s) depending on your hardware, make sure you select the options necessary to convert the partition to NTFS. Confirm that you want to convert the drive. Use the Arrow Keys to select Convert to NTFS and press [Enter]. Press [C] to convert the drive.

9. At the Directory screen \WINNT, enter [40] (i.e., \WINNT40). Press [Enter].

10. When the prompt ‘Setup will now examine your Hardware disk for corruption’ appears, press [Enter]. The examination will take approximately 2 mins.

11. The screen will display, “Setup is copying...Checking Drive G:”

12. If Setup was successfully installed, remove the CD disc.

13. Press [Enter] to restart the computer. **Note:** Windows NT will restart and the FAT Partition will convert to NTFS and restart again. (This will take approximately 30 minutes.)

14. At the gathering information about your computer screen, click the NEXT button to display the next screen.

15. When prompted for Name, type in: Your Major Command and press [Tab]. Type in your post and zip code for Organization. Click the NEXT button.

16. Enter [10] on the Licensing Screen.

17. Click the NEXT button to continue.

18. Type in: SMS1-SVR (for a SAMS-1 system) or SMS2-SVR (for a SAMS-2 system) for the computer name and click the NEXT button.

19. Select Primary Domain Controller and click the NEXT button.

20. Type in a password (IAW AR 380-19) at the Administrator Account Screen and press [Tab]. Enter the same password to confirm and click the NEXT button. **Note:** Record the password IAW AR 380-19.

21. Insert a 3.5-inch diskette in the A drive to make an Emergency Repair Disk. Click the YES button. Label the diskette “Emergency Repair Disk”.

22. Click the NEXT button to continue.

23. At the Select Components screen, put a check in each of the following boxes, Accessibility Options, Accessories, Communications, and Multimedia. DO NOT CHECK GAMES! **Note:** Even though some components have a gray check, you must re-check them by clicking in the boxes). Click the NEXT button.

24. Make the following selections to the Installing Windows NT Networking option, click the NEXT button and select wired to a network and Install Microsoft Internet Information Server. Click the NEXT button.

25. Make a single click on the Start Search box.

26. At the Network Adapter screen, ensure that DEC PCI Ethernet DEchip 21041 is selected. Click the NEXT button.

27. At the Network Protocols screen, ensure that TCP/IP and NetBEUI are selected. Click the NEXT button.

28. At the Network Services screen, ensure that all the options are selected. Click the NEXT button.

29. Make a single click on the NEXT button to install selected components.

30. At the Autosense screen, click the CONTINUE button.

31. At the DHCP Server question, click the NO button.

32. At the TCP/IP properties screen, tab down to: IP Address and enter your assigned address.

Examples:

[155.155.155.001] for the (Dummy Address) or Site Address
[255.255.255.0] for the (Subnet Mask) or Local Authority (DOIM)
[155.155.155.005] for the (Default Gateway).

33. Click the OK button.

34. At the all services screen, click the NEXT button.

35. Click the NEXT button and watch for green light on the hub.

36. The screen will display the Computer Name on the first line. Enter SMS1 (for the SAMS-1 Server) or SMS2 (for the SAMS-2 Server).

37. Click the OK button.

38. Click the FINISH button to finish Setup.

39. At Install Options screen, click the OK button and the YES button to create directory.

40. A dialog box displays with the message, “You do not have an Internet Domain name declared for this machine. Click the OK button.

41. At Install Drivers screen, click the OK button.

42. At the Date + Time screen, scroll down and select GMT-5:00 Eastern Time, US and Canada.

43. Click the date + time tab to ensure that it is correct and click the CLOSE button.

44. At the Display Setting Accept Defaults screen, click the OK button.

45. At the Display Properties Screen, click the buttons in following order: TEST, OK, YES, OK, OK.

46. At the Emergency Repair Disk screen, click the OK button and label the diskette with the following server information, IP, Computer Name, IP, and Domain. Click the OK button.

47. Restart the computer, click the RESTART button. **Note:** Windows NT will start. When the logon screen displays, Logon as Administrator using password you created above.

Note:
These 47 steps complete the operating system load.
The next step is to load the Tape Drive on the Server.

(b) Install the tape drive on the Server.

1. From the Windows NT icon screen select Start, select Settings, and select Control Panel. Double click the Tape Devices icon on the screen.

2. The system displays a screen with the message, SCSI tape device found (Archive Python 28388-xxx). Click the OK button.

3. Insert the Windows NT Server installation CD-ROM at the Insert Disk screen. Click the OK and the CLOSE buttons.

4. At the Files needed screen, enter [D:\i386] or (Drive Letter for CD-ROM). Click OK. **Note:** Tape devices are listed on the Devices Tab. The tape drive, type and driver loader will be displayed.

5. Click the Drivers Tab. Look for, Installed tape drives are listed below. The 4 millimeter DAT drive started should be displayed. Click the OK button.

6. The Tape Devices Screen will close and the Windows NT icon screen will display.

Note:
These 6 steps complete the Tape Drive load on the Server.
The next step is to load the Printer on the Server.

(c) Install the printer on the server.

1. Place the CD disk containing the Windows NT Server software in the CD-ROM Drive.

2. From the Windows NT icon screen select Start, select Settings, and select Printers.

3. Look for Checked Boxes and click to disable.

4. Select File, select Server Properties, select Advanced and disable “Notify when Remote documents are printed”. Click the OK button twice.

5. Select Add Printers. **Note:** Ensure MY Computer is clicked. Click the NEXT button.

6. Click the LPT1 Box and click the NEXT button.

7. Select the Manufacturer - Lexmark (on left side); select the Model Lexmark 2391 Plus (on right side). Click the NEXT button.

8. Enter [Dot1] for Printer Name and click the NEXT button.

9. Click SHARED and click the NEXT button.

10. Click the YES button to print a test page.

11. Click the FINISH button.

12. Enter [D:\i386 (D: or the drive letter for the CD-ROM). Click the OK button. Click the YES button.

13. After the system completes printing, click the YES button.

14. Double Click the Dot1 icon on the printer menu.

15. From the Menu Bar, select Printer and select Properties.

16. At top of the screen, select the device setting tab check tractor feed (Letter), Set the tractor feed setting, use the scroll and highlight US std Fanfold.

17. Click the OK and the CLOSE buttons.

18. On the printer control panel (on the front of the printer) select “FAST DRAFT COURIER 10”.

Note:
These 18 steps complete the Printer load on the Server.
The next step is to load the Map Network Drive on the Server.

(d) Map network drive on the server.

1. At the Windows NT icon screen select Start, select Programs, select NT Explorer and highlight C:.

2. Click the right mouse button. From the menu box select Properties and select Sharing Tab. Click on share as and new share. Enter [Dev] and click the OK button.

3. Click the APPLY button and Click the OK button.

4. From the Menu Bar, select Tools, select map network drive. Scroll the list and select N: and click. **Note:** Make sure the reconnect at Logon is enabled.

5. Double click on the applicable server name (i.e., sms1-svr = SAMS-1 Server and sms2-svr = SAMS-2 Server)

6. Click the OK button. Click the CLOSE button. **Note:** To check the network mapping, perform the following. At the Windows NT icon screen select Start, select Programs, and select NT Explorer. An N: drive will appear in the directory tree.

Note:
These 6 steps complete the Map Network Drive on the Server.
The next step is to Add User Security on the Server.

(e) Add user security on the server

1. At the Windows NT icon screen, select Start, select Programs, select Administrative tools, select User Manager for Domains, and select Guest. Double click.

2. Click on the account disable box. Make sure it has a check mark. Click the OK button.

3. Select User and select New User. Make sure the Caps Lock is off.

4. At the User Name, enter [Sams-1 or Sams-2].

5. At the Full Name, enter [Sams User].

6. Tab to Password, enter [Sams-1 or Sams-2].

7. Tab to confirm password, enter [Sams-1 or Sams-2].

8. Remove the requirement for the user to change the password at next logon. Click the box.

9. Click on Groups. Select Backup Operators, click the ADD button.

10. Select Server Operators, click the ADD button.

11. Click the OK button. Click the ADD button and click the CLOSE window button.

12. Highlight the Sams user.

13. From the Menu Bar, select Policies and select Account.

14. Under Maximum Password Age, click on the entry, Expires in _____ days. Enter [180].

15. Under Password Length, click on the entry, At least _____ characters. Enter [6].

16. Under Minimum Password Age, click on the entry, Allows changes in _____ days. Enter [5].

17. Under Password Uniqueness, click on the entry, Remember _____ passwords. Enter [3].

18. Click on the box requiring the User to logon in order to change a password.

19. Click on the OK button. Click on the CLOSE button.

Note:
These 19 steps complete the Add User Security on the Server.
The next step is to load the SAMS Baseline on the Server.

(f) Load the SAMS baseline on the server.

1. Insert the 4 millimeter DAT tape containing the baseline software into the tape drive. The two led lights will blink as the tape retenses.

2. At the Windows NT icon screen, select Start, select Programs, select Administrative Tools, and select Backup.

3. When the tape finishes retensing, the lights will go out.

4. Click the Tapes Bar at the bottom of the Backup screen.

5. A Tapes window displays. Click the box beside the Tape Created line. Make sure a “x” displays in the box.

6. From the Menu Bar, select RESTORE and click the OK button.

7. Click the “Yes to All” block, to confirm that all files are to be replaced.

8. After the restore process is complete look for the following messages:
At the top of the window, in a gray box.
0 Corrupt files
0 Skipped files

Note: Any entries in these two fields would indicate a problem with the load.

At the bottom of the window, in a white box.
The Operation was successfully completed.

9. Close the Backup screen. Remove and secure the tape.

Note:
These 9 steps complete the load of the SAMS Baseline on the Server.
The next step is to load Desktop icons on the Server.

(g) Load desktop icons on the server.

1. Icons must be created for the administrator and each SAMS user. Logon as the Administrator to create icons for the administrator logon and as a SAMS user to create icons for the SAMS user.

2. Click the right mouse button anywhere on the desktop to display a floating menu. Click New, click Shortcut, and Click Browse.

3. Select the C drive. Double click the SMS folder. Double click the SMS1 or SMS2 folder. Double click the Exec folder.

4. Use the scroll to find, then double click Printscr. Click the NEXT button.

5. Change the PRINTSCR.COM name to Sams-1 or Sams-2. Click the NEXT button.

6. Click on the PC icon. Click the FINISH button.

7. Highlight the new icon and click the right mouse button to display the menu. Select Properties and select the Program tab.

8. Change the PRINTSCR.COM name to Sams-1 or Sams-2. At the command line box, press the [Right arrow], the following path will display in the box,
c:\sms\sms1\exec\printscr.com
or
c:\sms\sms2\exec\printscr.com.

9. Enter [| c:\sms\sms1\sms1ads\ads.bat] or [| c:\sms\sms2\sms2ads\ads.bat] and press [Tab].

Note: Insert a space after .com and before inserting the pipe symbol. The pipe symbol is on the keyboard, below the F11 and to the left of the back space keys. It is on the same key as the backward slash. The command line will appear as follows:

For SAMS-1 -

c:\sms\sms1\exec\printscr.com | c:\sms\sms1\sms1ads\ads.bat

For SAMS-2 -

c:\sms\sms2\exec\printscr.com. | c:\sms\sms2\sms2ads\ads.bat

10. In the working box, press the [right arrow] and press the [Back space] keys. Delete EXE and enter [sms1ads or sms2ads].

11. Select Font tab. Change the type from Both to True Type Only.

12. Select Memory tab and make the following changes

Conventional Memory Total to	640.
Initial Environment to read	4096.
(EMS) Expanded Memory to	16384.
(XMS) Extended Memory to	16384.
Deactivate/Unclick	HMA
MS-DOS Protected-Mode (DPMI Memory to	16384.

Note: Make the above changes for all icons.

13. Select Screen tab and change usage to Full Screen.

14. Deactivate/unclick Fast ROM emulation and Dynamic Memory Allocation.

15. Select Misc tab and make the following changes.
Under Other deactivate/unclick fast pasting.
Under Windows Shortcut keys deactivate/unclick Alt+PrtSc and PrtSc.

16. Click the APPLY button. Click the OK button.

Note:
These 16 steps complete the load of Desktop icons on the Server.
The next step is to load Screen Saver Instructions on the Server.

(h) Load screen saver instructions on the server.

1. These instructions must be loaded for the administrator and all SAMS users. When loading the screen saver for the administrator, logon as the administrator. When loading the screen saver for a SAMS user, logon as the user.

2. At the Windows NT icon screen, select Start, select Settings, select Control Panel, select Display and double click.

3. Click on the Screen Saver Tab. Scroll the list to Starfield Simulation and click.

4. Click on the Password Protected and change the wait to 5 minutes.

5. Click the OK button.

Note:
These 5 steps complete the Screen Saver Instructions on the Server.
This final action completes the system build process on the Server,.

(2) System build instructions for the workstation.

(a) Load the Windows NT Workstation Operating System.

1. Insert the Windows NT Setup Disk #1 into Drive A, and turn the computer on. DO NOT PRESS ANY KEYS. A message appears on the bottom of the screen, "Setup is loading files."****WAIT FOR INSTRUCTIONS TO INSERT THE NEXT DISK

2. Insert the Windows NT Setup Disk #2 into Drive A, and press [Enter]. WAIT for Welcome to Setup screen and message

3. The system will prompt "To Setup Windows NT NOW , press [Enter]".

4. Press [Enter]. (Setup will attempt to detect mass storage devices in your computer.)****WAIT FOR INSTRUCTIONS TO INSERT THE NEXT DISK

5. Insert the Windows NT Server Setup Disk #3 into Drive A, and press [Enter].

6. At the IDE CD-ROM Host Adapter screen, press [Enter]. Do Not Remove the Disk #3.

7. Insert the compact disc labeled Windows NT Workstation into the CD-ROM drive, and press [Enter].

8. At the License Agreement screen, press [Page Down] until the bottom page, respond "I AGREE" by pressing [F8].

9. At the Hardware and Software components screen, press [Enter].

10. On the FAT partition screen, press [D]. Press [Enter] to confirm the deletion of the partition and to continue.

11. At the next partition screen, press [L]. Press [Enter] to install Windows NT on the highlighted partition or non-partitioned space.

12. Press [Down Arrow] to select format NTFS Partition, and press [Enter]. It will take the computer approximately 5 minutes to setup the partition.

13. At the Directory screen \WINNT, enter [40] (i.e. \WINNT40) press [Enter].

14. When the message "Setup will now examine your Hardware disk for corruption" displays, press [Enter]. It will take the computer approximately 5 minutes to perform this examination.

15. If Setup successfully installs, remove the diskette and compact disc.

16. Press [Enter] to Restart the computer.

17. At the Blue screen at Startup, the FAT Partition will Convert to NTFS.

18. At the (dark blue) Windows NT Setup screen, insert the compact disc labeled Windows System Pool NT Workstation into the CD-ROM drive and click the OK button.

19. At the gathering information about your computer screen, Click the NEXT button.

20. Select portable for set up options and click the NEXT button.

21. When prompted for Name, enter Your Major Command and press [Tab]. Enter your post and zip code for Organization. Click the NEXT button.

22. When prompted for Computer Name, enter SMS1-V2, for a SAMS-1 site or SMS2-V2, for a SAMS-2 site. Click the NEXT button.

23. At the Administrator Account Screen, enter a password. Press [Tab]. **Note:** IAW AR 380-19.

24. Confirm the password by entering it again. Click the NEXT button. **Note:** Secure the password IAW AR 380-19.

25. When prompted to create an Emergency Repair Disk, click the YES button. Click the NEXT button.

26. At the Select Components screen, click the "Show me the list of components" button. Click the NEXT button. Click the following boxes: Accessibility Options, Accessories, Communications, Multimedia. Click the NEXT button. **Note:** Even though some boxes will appear to have a gray check, they must be re-checked.

27. At the Installing Windows NT Networking option, click the NEXT button.

28. Select Wired to a Network and click the NEXT button.

29. Remove/uncheck Remote Access to the Network. Click the NEXT button.

30. When using External PCMCIA card, Select the Ethernet option. Click the OK button.

31. Insert the New Media Livewire and Full Duplex Ethernet PC card.

32. Select the Have disk option and click the OK button.

33. The system displays New Media Livewire and Full Duplex in a dialog box. Click the NEXT button.

34. Select the TCP/IP Protocol on the Network Protocols screen. Click the NEXT button.

35. At the Install Selected Components screen, click the NEXT button.

36. At the IRQ Level 5, I/O Port Address 0x300, Take the default for IRQ. Click the CONTINUE button.

37. Click the NO button at the DHCP Server question,

Wait.

38. Make the following entries on the TCP/IP properties screen. Press [Tab] to the IP Address and enter the following
[155.155.155.002] Dummy Address or Site Address
[255.255.255.0] Subnet Mask or Local Authority (DOIM)
[155.155.155.005] Default Gateway

39. Click the OK button.

40. Click the NEXT button to start the network.

41. Click the NEXT button. Watch for the green light on the hub.

42. Click the NEXT button.

WAIT

43. Click the FINISH button to Finish Setup.

WAIT

44. Icons will automatically be add at Setup.

45. Scroll the time zone listing and select, GMT-5:00 Eastern Time, US and Canada.

46. Click on the Date + Time tab. Ensure that it is correct. Click the CLOSE button.

47. On the Display Properties screen, click the following in order.
OK, TEST, OK, YES, OK, OK. **Note:** Setup will continue to copy and make configuration changes.

48. At the Emergency Repair Disk screen, (Label diskette with Workstation Information i.e., Computer Name, Domain, etc.) click the OK button.

49. Remove disk from floppy drive and compact disk from the CD-ROM drive.

50. Click the RESTART button to restart the computer.

51. Windows NT will start. Logon as Administrator using the password created in step 24 above.

NOTE: The Workstation must be added to the domain of the server and to the domain of the workstation itself. The first action is to add the workstation to the domain of the server.

1. Logon the Server as the Administrator

2. At the Windows NT icon screen, select Start, select Programs, select Administrator Tools, and select Server Manager.

3. From the Menu Bar, select Computer, select Add to the Domain, and select Computer Type. Click on Workstation and enter SMS1-V2 or SMS2-V2.

4. Click the ADD and CLOSE buttons.

5. From the Menu Bar, select Computer and select Synchronize Entire Domian. Click the YES and the OK buttons.

6. Shut down and restart the Server.

7. Wait for the server to fully restart.

Once the workstation has been added to the domain of the server, and with the server operational, the workstation can be added to its own domain.

1. Logon the Workstation as the Administrator.

2. At the Windows NT icon screen, select Start, select Settings, and select Control Panel.

3. Double click Network and click Change and Domain.

4. Enter SMS1 or SMS2. (Depending on system.) Click OK.

5. If successful the system will display " Welcome to the _____ Domain."

5. Click the CLOSE button.

6. Restart the Workstation. Click the YES button.

Note:

Once the Windows NT Operating System has been loaded on the Workstation, load the Printer to the Workstation. The workstation must be added to the Domain of the Server and the workstation, before the printer can be loaded.

(b) Install the printer on the workstation.

1. Place the CD disk containing the Windows NT Server software in the CD-ROM Drive.

2. From the Windows NT icon screen select Start, select Settings, select Printers, and select Add Printers.

3. Click on Network wired and click the NEXT button.

4. Double click and select the following:
   For a SAMS-1 system
   \\sms1-svr\dot1

   For a SAMS-2 system
   \\sms2-svr\dot1

5. Click on SHARED and click the NEXT button.

6. At the C:\ prompt, enter the following.
   For a SAMS-1 system.
   NET USE LPT1 \\SMS1-SVR\DOT1 /persistent:yes
   or
   For a SAMS-2 system
   NET USE LPT1 \\SMS2-SVR\DOT1 /persistent:yes

7. Press [Enter].

Note: These 7 steps complete the Printer load on the Workstation. The next step is to Map the Network Drive on the Workstation.

(c) Map network drive on the workstation.

1. At the Windows NT icon screen select Start, select Programs, select NT Explorer and highlight C:.

2. Click the right mouse button to display a floating menu. From the menu box select Properties and select Sharing Tab. Click on the share as and new share. Enter [Dev] and click the OK button.

3. Click the APPLY button and Click the OK button.

4. From the Menu Bar, select Tools, select Map Network Drive. Scroll the list and select N: and click. **Note:** Make sure the reconnect at Logon is enabled.

5. Double click on the applicable server name (i.e., sms1-svr or sms2-svr).

6. Click on Dev. Click the OK button. Click the CLOSE button. **Note:** To check the network mapping, perform the following. At the Windows NT icon screen select Start, select Programs, and select NT Explorer. An N: drive will appear in the directory tree.

Note:
These 6 steps complete the Map Network Drive on the Workstation.
The next step is to Add User Security on the Workstation.

(d) Add user security on the workstation.

1. At the Windows NT icon screen, select Start, select Programs, select Administrative Tools, select User Manager, and select Guest. Double click the mouse.

2. Click on the account disable box. Make sure it has no check mark. Click the OK button.

3. From the Menu Bar, select User and select New User. Make sure the Caps Lock is off.

4. At the User Name, enter [SAMS-1 or SAMS-2].

5. At the Full Name, enter [Sams User].

6. Tab to Password, enter [Sams-1 or Sams-2].

7. Tab to confirm password, enter [Sams-1 or Sams-2].

8. Close the window.

9. Highlight the Sams user.

10. From the Menu Bar, select Policies and select Account.

11. Under Maximum Password Age, click on the entry, Expires in _____ days. Enter [180].

12. Under Password Length, click on the entry, At least _____ characters. Enter [6].

13. Under Minimum Password Age, click on the entry, Allows changes in _____ days. Enter [5].

14. Under Password Uniqueness, click on the entry, Remember _____ passwords. Enter [3].

15. Click on the box requiring the User to logon in order to change a password.

16. Click on the OK button.

Note:
These 16 steps complete the Add User Security on the Workstation.
The next step is to copy the SAMS Baseline on the Workstation.

(e) Copy the SAMS baseline on the workstation.

1. Logon on as the Administrator.

2. At the Windows NT icon screen, select Start, select Programs, select NT Explorer.

3. Double click on the N: drive.

4. Click and highlight SMS.

5. From the Menu Bar, select edit. Click on Copy.

6. Move the mouse pointer to the C: drive. Highlight the drive and click to select it.

7. From the Menu Bar, select edit. Click on Paste. **Note:** Wait until Copy finishes before doing any work on the server.

8. Double click on the N: drive.

9. Click and highlight ADS.

10. From the Menu Bar, select edit. Click on Copy.

11. Move the mouse pointer to the C: drive. Highlight the drive and click to select it.

12. From the Menu Bar, select edit. Click on Paste. **Note:** Wait until Copy finishes before doing any work on the server.

13. Double click on the C: drive.

14. Double click on C:\sms.

15. Double click on sms1 for a SAMS-1 system or sms2 for a SAMS-2 system.

16. Double click on data.

17. From the Menu Bar, select edit. Click on Select all.

18. From the Menu Bar, select file. Click on Delete. **Note:** A Data Directory will exist with no files.

19. Double click on the N: drive.

20. Click and highlight, autoexec.bat.

21. From the Menu Bar, select edit. Click on Copy.

22. Move the mouse pointer to the C: drive. Highlight the drive and click to select it.

23. From the Menu Bar, select edit. Click on Paste. Confirm by clicking the Yes button.

24. Repeat steps 15 through 18 substituting config.sys for autoexec.bat.

25. Double click on the N: drive.

26. Move the mouse pointer to the \winn40 on the N: drive tree. Double click the mouse.

27. Move the mouse pointer to the \system 32 on the N: drive tree. Double click the mouse.

28. Click and highlight autoexec.nt.

29. From the Menu Bar, select edit. Click on Copy.

30. Double click on the C: drive.

31. Move the mouse pointer to the \winn40 on the C: drive tree. Double click the mouse.

32. Move the mouse pointer to the \system 32 on the C: drive tree. Double click the mouse.

33. Click and highlight C: drive.

34. From the Menu Bar, select edit. Click on Paste. Confirm by clicking the Yes button.

35. Repeat steps 23 through 29 substituting config.nt for autoexec.nt.

Note:
These 35 steps complete the copy of the SAMS Baseline on the Workstation.
The next step is to load Desktop icons on the Workstation.

(f) The steps used to load desktop icons on the server will be followed in loading desktop icons on the workstation. Refer to the steps in paragraph (1) (g) above.

Note:
When the Desktop icons have been loaded on the Workstation, the next step to load is the Screen Saver.

(g) The steps used to load screen saver instructions server will be followed in loading screen saver instructions on the workstation. Refer to the steps in paragraph (1) (h) above.

Note:
The loading of Screen Saver Instructions on the Workstation, completes the system build.

F-5 Reinstalling BLAST. BLAST procedures are included in the SAMS REHOST baseline software. The need to reinstall BLAST should not arise. However, the steps outlined below can be used to reinstall BLAST on the system.

a. At the Windows NT icon screen, select Start, select Programs, and select Command prompt.

b. Enter [cd\sms\commo\blast] and press [Enter]. **Note:** If CAISI BLAST is to be used, execute "Install Custom".

c. As the information prompts appear, press [Enter]. Make sure the following appears on the setup files.

C:\sms\commo\blast
C:\sms\commo\blast\setup

d. Press [Enter] until the Modem Type screen displays.

e. Make the following selection on the Modem Type screen. Use the arrow keys to select.

Modem Type - AT, press [Enter].
Baud Rate - 38,400, press [Enter].
Comm Port - com1, press [Enter].

f. Continue to press [Enter] on all screens until installation is complete.

F-6 System Security.

a. System security is a means to prevent unauthorized access to the SAMS system. Review AR-380-380.

b. System security is a part of building the system. Refer to paragraph F-4 d (1) (e) above to set security on the server and paragraph F-4 d (2) (d) above to add security to the workstation.

c. All unit personnel who will be required to use the SAMS system will be provided an ID/Password combination to logon to the system.

d. Individual passwords are valid for a period of 180 days. When attempting to log on with a password over 180 days old, the system will reject the logon. The senior operator is responsible for issuing new passwords. Once a new password is entered, the system will require it to be entered for verification.

e While the senior operator is responsible for the accuracy and currency of the SAMS system security , the individual user must assume responsibility for security once access to the system is obtained through proper logon.

f When a user has completed work in the system, they should return to the logon screen. Never leave the SAMS system with the process menus available for use by unauthorized personnel.

F-7 Continuity of Operations Procedures (COOP).

a. A failure of the SAMS system may be brought on suddenly by equipment failure, power fluctuations, battle damage, or adverse weather conditions. The cause might be a computer virus introduced into your system during an interface transfer and go unnoticed for a few hours or possibly days. It my be the result of incorrect operating procedures.

b. Since there are many possible causes for failures, the solutions may vary. Standard remedies may be used to solve many system problems. When these fail, contact your CSSAMO or the CAO.

c. Catastrophic failure is the result of a major system failure when the system cannot be made operational until program files and or database files are restored. In the more sever cases, critical hardware components may have to be replaced.

d. The procedures necessary to ensure continued operations after an interruption occurs are shown in figure F-1. Basic to these procedures (and operational capability) is the safe storage, at an alternate location, of the SAMS-2 software. Additionally, a daily files backup should be stored at the alternate location.

(1) The procedures are keyed to the system central processing unit (CPU) because the rest of the system will not function without it. ORF equipment should be sought for other equipment not properly functioning, but limited operations can continue as long as the CPU is functioning.

(2) If the CPU is not functioning, a replacement from ORF should be obtained. If this is not possible, it is necessary to time share (i.e., use the system of another unit) at another SAMS site. It need not be a SAMS-2 site. A SAMS-1, site will work.

(3) When ORF replacement or alternate SAMS unit is used, get the SAMS-2 software and last daily files backup from the alternate location. Load the software, restore backup, and resume operations.

e. These procedures outlined in figure F-1 are general in nature. They are intended to show the general way COOP is accomplished. More detailed procedures, coordination, formal agreements (or taskings) and instructions should be established between the unit and:

(1) The alternate site storing your files and software.

(2) The unit designated to provide you time on its SAMS system, should ORF not be available.

f. The following steps must be taken before beginning to reload (build the system).

(1) Carefully note the date/time of the last Data Transfer, last Backup, and the failure.

(2) If possible, you should backup the affected system.

(3) Obtain the last known good database backup.

(4) Determine if a data transfer has occurred since the date and time of the last known good backup of the database files. If so attempt to obtain a copy of the data transfer. Identify all actions/processes that were run since the last backup and the failure. These actions will allow you to reenter the data and bring the database of the affected system up to the point of failure.

g. Upload the software as necessary on the affected system component. Refer to paragraph
F-4 above.

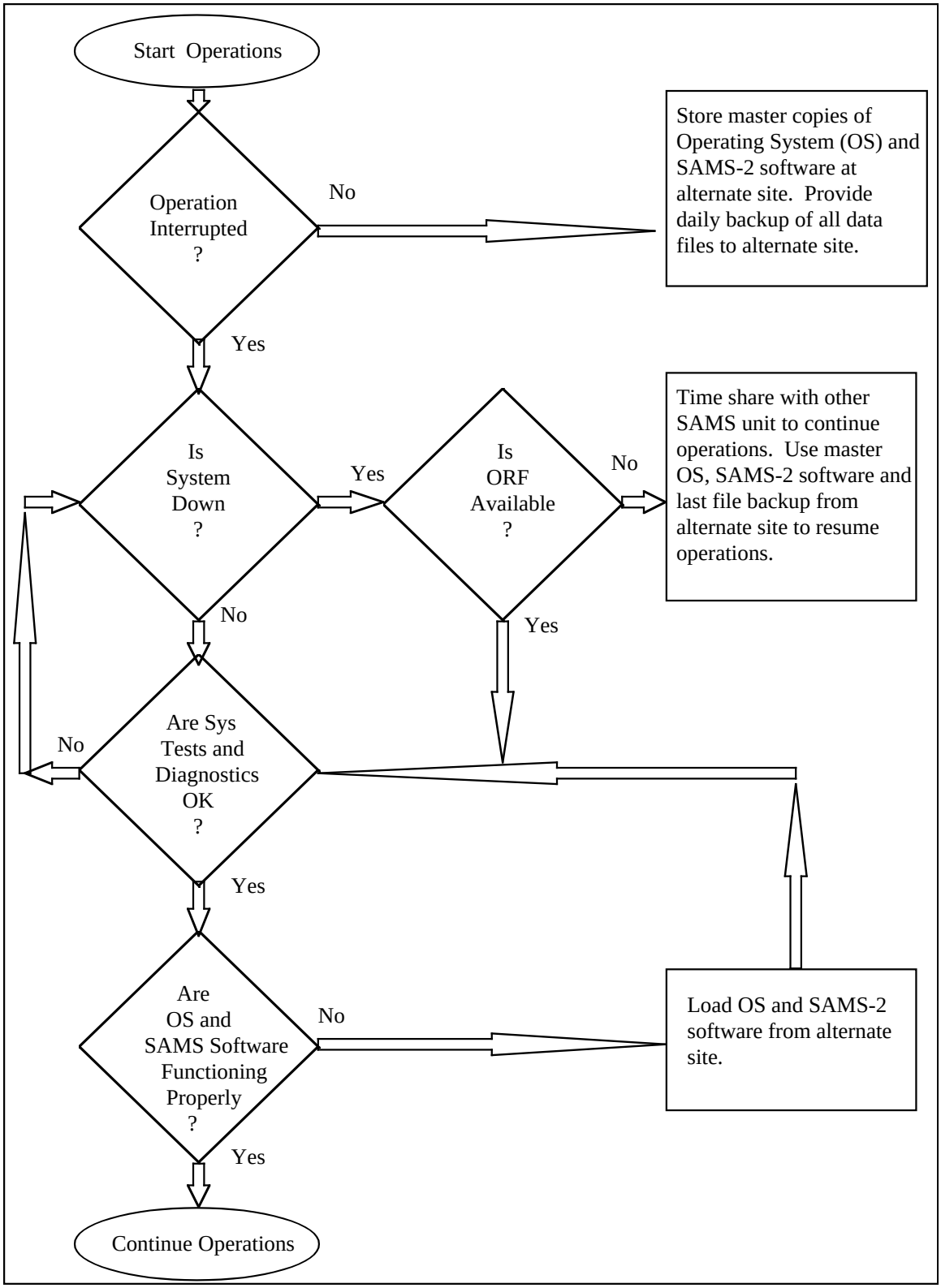


Figure F-1 COOP Procedures

APPENDIX G

Instructions for Preparation of DA Form 5005-R
(Engineering Change Proposal - Software)

G-1 General.

a. DA Form 5005-R replaces DA Form 4157, System Change Request and supplements DD Form 1692, Engineering Change Proposal - Software (ECP-S). It is a dual purpose form used either to report software problems (Problem Report) and/or to propose changes to software baselines (ECP-S). Originator will mark appropriate box in top right hand block. DA Form 5005-R is printed on both sides. (See fig. G-1 and G-2.)

b. ECP-S prepared at the functional level (e.g., unit, DS/GS maintenance shops) will be submitted to the servicing DPI for resolution or forwarding to MACOM level.

c. Instructions for completing and processing ECP-S are found in TB 18-110.

G-2 Originator - Blocks 1 thru 15.

a. Block 1. Enter mailing address as follows:

(1) For Problem Report/emergency ECP-S (technical or functional), urgent ECP-S (technical or functional), or routine (technical) ECP-S:

CONUS	OCONUS	
USAISSDCL ATTN: ASQB-ILS-A Ft Lee, VA 23801-6065	USAISEC Software Directorate ATTN: ASBE-CAO	USAISEC Pacific ATTN: ASBP-OB/CAO Ft Shafter, HI 96858-5470
Customer Assistance Office (CAO)	APO AE 09052-5309	

(2) For routine (functional) ECP-S:

CONUS AND OCONUS

Commander
U.S. Army Information Systems Software Development Center - Lee
ATTN: ASQB-ILS-A
Fort Lee, VA 23801-6065

b. Block 2. Enter mailing address of originator. Include name of individual preparing form, if other than POC in Block 4.

c. Block 3. Enter 10-position number constructed in accordance with figure 3-3, TB 18-110. Example: L26-R102-123. The DPI will provide the number.

d. Block 4. Enter name and telephone number of individual who should be contacted to explain the reported problem or proposed change. The telephone number should be preceded by the letters DSN to indicate Defense Switched Network (formerly AUTOVON). A commercial number should include the area code.

e. Block 5. For ECP-S only, check appropriate block to indicate emergency, urgent, or routine. Leave blank for problem report. See TB 18-110 for definitions.

f. Block 6. Enter number of latest change package installed at the time the change was proposed or problem occurred.

g. Block 7. Enter number of the executive software change package installed at the time the change was proposed or problem occurred.

h. Block 8. This block is used for problem reports only. Enter date problem occurred. Date must be all numeric, with year first, month second, and day last (YYMMDD). If time is required, it should be written in the 24-hour clock form. For example, if the problem occurred on 1 APR 96 at 1415, the date and time would be written as 960401/1415. If an ECP is being proposed, enter NA.

i. Block 9. Enter appropriate computer program component(s) (CPC) affected, by name or number.

j. Block 10. Enter a short descriptive title.

k. Block 11. Describe the problem or proposed change in sufficient detail to permit ready identification and evaluation. The first entry in the block will reference the product/document (e.g., file ID, PCN, OM, UM, etc.) involved in the problem/change. Include a listing of all attachments and referenced documents.

l. Block 12. Describe adverse affects or improved characteristics the proposed change may have on the field user, to include the alternative of not making the proposed change.

m. Block 13. Enter a recommended solution and justification to support the proposed change, or action taken to resolve the problem.

n. Block 14. This block must contain the date signed, name and title, and signature of the individual with authority to approve origination of an ECP.

o. Block 15. This block is used to continue Blocks 11 thru 13, if needed. If necessary, Blocks 11 thru 13 can be continued on separate sheets.

G-3 Major Army Command (MACOM) - Blocks 16 and 17. These blocks are used by the MACOM, if applicable, to record approval/disapproval, comments, date signed, name and title, and signature of individual reviewing ECP. Completion of these blocks is not required for problem reports.

G-4 Assigned Responsible Agency (ARA) - Blocks 18 and 19 (for problem reports only).

a. Block 18. Check one box only to indicate action taken to close a problem report. If the problem report is a duplicate of an existing problem report or ECP, enter the number of the previous problem report/ECP in the space provided.

b. Block 19. This block must contain the date signed, name and title, and signature of the individual taking problem report action.

G-5 Proponent Agency (PA) and/or ARA - Blocks 20 thru 29.

a. Block 20. Changes in baseline configuration shall be classified as Class I or II in accordance with DOD-STD-480. Class I changes affect the functional, allocated, or product baselines. Class II changes are minor changes such as misspellings, addition of clarifying notes and recompilation of erroneous codes, which do not meet Class I criteria.

b. Block 21. Required for all Class I changes. The following codes, which are defined in DOD-STD-480 and AR 18-12-5, Catalog of Standard Data Elements and Codes-Logistics, are to be used:

A - Record only
B - Interface
C - Compatibility
D - Deficiency
O - Operational or Logistics Support
P - Production Stoppage
R - Cost Reduction
S - Safety
V - Value Engineering

c. Block 22. If the ECP-S number must be compatible with DD Form 1692, or is related to a higher-order proposed change, this number will be structured in accordance with appendix A of DOD-STD-480. It is optional if the originator number in Block 3 is sufficient.

d. Block 23. A preliminary ECP is one which may be submitted for review prior to having information necessary to support a formal ECP. A formal ECP provides information in sufficient detail to support formal change approval.

e. Block 24. Enter a dollar estimate of total costs, either increased or decreased, that will result if the change is approved. The dollar amount should be followed by DECREASE when applicable. This should include all costs/savings, including both ARA and PA. Consult with local budget office for advice on how to indicate the appropriations (military pay, leases, travel, civilian pay, etc.) that are affected.

f. Block 25. Enter None or the acronym, ADS code, and/or System Identification Code (SIC) of system to indicate where there is an interface effect with other systems. If an interface is involved, supply full details in an attachment to the ECP-S form.

g. Block 26. Check blocks to indicate the following:

(1) Functional/Allocated or Technical/Product.

(a) Functional changes affect the functional design, logic, or operation of CI (system) and require changes to functional baseline documentation or the End User Manual.

(b) Technical changes do not affect the functional design, logic, or operation of the CI (system). Sophistication of ADP techniques, changes from tape to disk, and program optimization and changes to the CI when it fails to meet functional specifications are examples of technical changes.

(2) Major or Minor. Major changes are those which exceed the thresholds specified in AR 18-1 and require a Mission Element Need Statement (MENS); minor changes are those which do not.

(3) Maintenance or Modification.

(a) Maintenance changes are associated with the correction of faults in the CI (system).

(b) Modification changes are associated with the revision or alteration of an existing application to provide a new or improved capability.

h. Block 27. Enter required/recommended implementation date or change package into which change will be incorporated.

i. Block 28. Check the appropriate blocks to indicate the following:

(1) PA or ARA. Approval authority for functional changes is the PA; for technical changes, it is the ARA.

(2) Approved or Disapproved. Indicate whether approved or disapproved by PA and/or ARA.

j. Block 29. This block must contain the date signed, name and title, and signature of the individual authorized to make the approval/disapproval decision.

ENGINEERING CHANGE PROPOSAL - SOFTWARE (ECP-S) For use of this form, see TB 18-110, the proponent agency is DCSOPS			*(check one)* _____PROBLEM REPORT _____ ECP-S
1. TO:		2. FROM:	
3. ORIGINATOR NUMBER	4. POINT OF CONTACT *(Name and Telephone No)*		5. PRIORITY *(Check one if Ecp-s)* ____ emergency ____urgent ____routine
6. APPLICATION CI BASELINE/VERSION	7. EXECUTIVE SW BASELINE/VERSION	8. PROBLEM DATE *(YYMMDD)*	
9. JOB/CYCLE/PROGRAM ID			
10. TITLE OF PROBLEM/CHANGE			
11. DESCRIPTION OF PROBLEM/CHANGE *List all attachments and referenced documents) (If additional space is needed, see item 15, remarks)*			
12. AFFECT ON USER *(If additional space is needed, see item 15, remarks)*			
13. RECOMMENDED SOLUTION/JUSTIFICATION *(If additional space is needed, see item 15, remarks)*			
14. DATE (*YYMMDD)*	NAME AND TITLE OF SUBMITTING AUTHORITY	SIGNATURE	

DA FORM 5005-R, Nov 81 REPLACES DA FORM 4167-R, WHICH IS OBSOLETE

Figure G-1. Example of DA Form 5005-R

15. REMARKS *(If additional space is needed, use separate sheet of paper)*

USER MACOM ACTION

16. MACOM *(Check One and include any comments)*
_____APPROVE
_____DISAPPROVE

17. DATE *(YYMMDD)*	NAME AND TITLE	SIGNATURE

ASSIGNED RESPONSIBLE AGENCY *(ARA) (Problem Report Only)*

18. PROBLEM REPORT ACTION TAKEN (*Check One)*

_____ DUPLICATE OF EXIXTING ECP: NO. _____
_____ RESOLVED BY CUSTOMER ASSISTANCE
_____ CANCELLED BY ORIGINATOR
_____ IDENTIFIED AS URGENT OR ROUTINE
_____ CANCELLED FOR INSUFFICIENT IDENTIFICATION
_____ EMERGENCY ECP FORMALIZED
_____ CANCELLED FOR INSUFFICIENT DOCUMENTATION

19. DATE *(YYMMDD)*	NAME AND TITLE	SIGNATURE

PROPONENT AGENCY *(PA)* and/or ASSIGNED RESPONSIBLE AGENCY (*ARA) (ECP-S Only)*

20. CLASS OF ECP *(Check One)* _____ I _____ II	21. JUSTICICATION CODE	22. ECP NUMBER

23. ECP TYPE _____ PRELIMINARY _____ FORMAL	24. ESTIMATED COST/SAVINGS

25. OTHER SYSTEM/CI AFFECTED

26. CHANGE IDENTIFICATION *(Check One in each column)*
_____ FUNCTIONAL/ALLOCATED
_____ TECHNICAL/PRODUCT
_____ MAJOR
_____ MINOR
_____ MAINTENANCE
_____ MODIFICATION

27. PROJECTED IMPLEMENTATION

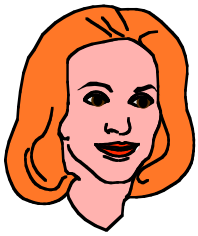
28. APPROVAL AUTHORITY (*Check Agency and Action Taken)*
_____ PA _____ ARA _____ APPROVED _____ DISAPPROVED

29. DATE *(YYMMDD)*	NAME AND TITLE	SIGNATURE

Figure G-2. Continuation of Example of DA Form 5005-R

RECOMMENDED CHANGES TO TECHNICAL PUBLICATIONS

SOMETHING WRONG WITH THIS PUBLICATION?



THEN....JOT DOWN THE DOPE ABOUT IT ON THIS FORM. CAREFULLY TEAR IT OUT, FOLD IT, AND DROP IT IN THE MAIL

FROM: (PRINT YOUR UNIT'S COMPLETE ADDRESS)

DATE SENT

PUBLICATION NUMBER	PUBLICATION DATE	PUBLICATION TITLE

BE EXACT. PIN-POINT WHERE IT IS

PAGE NO	PARA-GRAPH	FIGURE NO	TABLE NO

IN THIS SPACE TELL WHAT IS WRONG AND WHAT SHOULD BE DONE ABOUT IT:

PRINTED NAME, GRADE, OR TITLE, AND TELEPHONE NUMBER	SIGN HERE

DA FORM 1 JUL 78 2028-2 PREVIOUS EDITIONS ARE OBSOLETE

PS-- IF YOUR OUTFIT WANTS TO KNOW ABOUT YOUR RECOMMENDATIONS MAKE A COPY OF THIS AND GIVE IT TO YOUR HEADQUARTERS

Figure G-3. Example of DA Form 2028-2.

FILL IN YOUR
UNIT'S ADDRESS

DEPARTMENT OF THE ARMY

_____

_____

OFFICIAL BUSINESS
PENALTY FOR PRIVATE USE $300

U.S. Army Information Systems Software Development Center-Lee
ATTN: ASQB-ILS-A
Fort Lee, VA 23801-6065

Figure G-4. Continuation of Example of DA Form 2028-2

APPENDIX H

SAMS REHOST Hardware

H-1 SAMS REHOST Hardware. This appendix contains basic SAMS REHOST hardware information. For specific information about each component, consult the appropriate manufacturer's users manual.

H-2 Configuration. SAMS REHOST operates on an off-the-shelf personal computer. The standard SAMS REHOST system is the V-2 configuration consisting of a server workstation and a remote workstation. In special situations more than one remote workstation can be attached to the server workstation without system degradation. The workstations (Server and Remote) are networked together to perform the SAMS application. However, each workstation can operate as a stand alone PC to perform other computer applications i.e., word processing, spreadsheet, etc.

H-3 System Components. The major components of the SAMS REHOST system are shown in figure H-1.

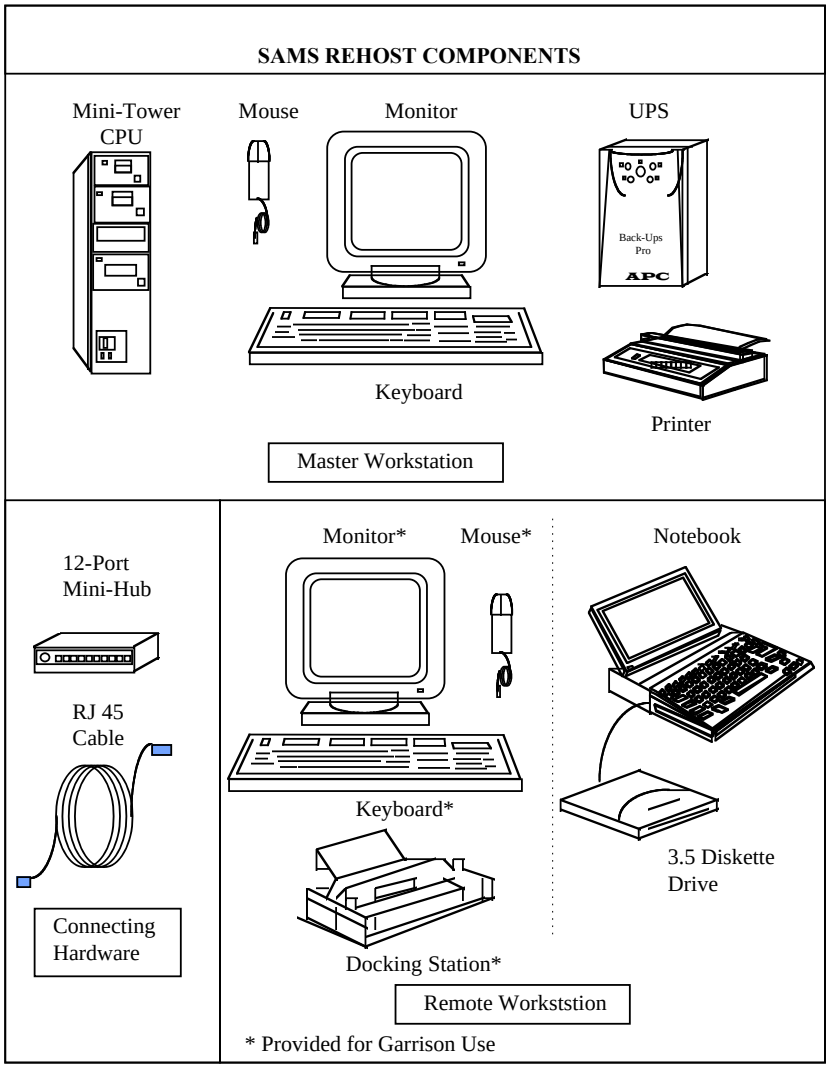


Figure H-1. SAMS REHOST Components.

a. Server Workstation.

(1) Central Processing Unit (CPU) - A Zenith mini-tower with a 166 megahertz (MHz) Pentium chip, 64 megabytes (MB) of random access memory (RAM) and a 4 gigabyte (GB) internal hard disk. The CPU is equipped with 3 PCI, 3 ISA and 1 PCI/ISA combo slots for network connections. It has 3 ports, one 9 pin and one 25 pin serial port and one 25 pin parallel port.

(2) Removable storage devices consist of the following.

(a) Floppy Disk Drives - A 3.5-inch and a 5.25-inch floppy disk drive. **Note:** Some systems will only contain a 3.5-inch drive.

(b) CD-ROM Drive - A 4x CD-ROM drive.

(c) Tape Drive - A 4-8 GB 4mm DAT tape drive.

(3) Monitor - A 15 inch non-interlaced super VGA color monitor on a tilt and swivel base.

(4) Keyboard - A 104 key windows keyboard.

(5) Pointing Device - A 2 button PS/2 mouse.

(6) Printer - A Lexmark 2391Plus 24 pin dot matrix wide carriage printer. The printer is capable of printing 300 characters per second (cps) in the Fast Draft mode, 210 cps in the Draft mode and 70 cps in the Letter Quality mode. It uses either single sheet or continuous form paper. It can produce legible 4 part form copies. The printer has a 64 kilobyte (KB) buffer.

(7) Power Supply - An uninterruptible power source (UPS) for use with the computer and the monitor in case commercial or tactical power is lost. The UPS is capable of providing power for a minimum of 6 minutes and a maximum of 13 minutes depending on the load being supported. It is recommended that the UPS be used to support **only** the server workstation and the monitor.

(8) Power Strip - A power strip to provide power surge protection to the printer.

b. Remote Workstation - A Toshiba notebook computer with a 100 megahertz (MHz) Pentium chip, 40 megabytes (MB) of random access memory (RAM), and a 772 megabyte (MB) internal hard disk. It has an 11.3-inch dual scan color liquid crystal display (LCD), an 82 key keyboard, an internal pointing device, and two PCMCIA slots for a LAN and a modem. Removable storage devices consist of an internal 6x CD-ROM drive, and an external 3.5-inch floppy disk drive. The remote workstation is augmented, for garrison operations, with a 15-Inch SVGA monitor, a docking station, an external mouse and a 104 key keyboard.

c. Connecting Hardware - A 12-Port 10BaseT Mini-Hub and a 325 foot RJ-45 cable are provided to connect the Server and the Remote forming a Local Area Net (LAN).

H-4 Unpacking and Cabling the System. Safety considerations associated with the SAMS system are of prime importance. Handling of the equipment while packing or setting up and operating require specific precautions.

a. Moving the equipment in the transit cases requires two people per case. The transit cases have handles for loading and carrying.

b. As with all electrical equipment, there are precautions associated with handling and operating the system. Serious injury or death may result if these precautions are not followed.

(1) Properly ground electrical equipment to prevent the possibility of electrocution.

(2) Never place the system components directly on wet ground, snow, or ice during operation.

(3) Observe safety precautions when connecting power cables.

c. Should an individual become the victim of electrical shock, follow the safety steps listed in figure H-2.

SAFETY STEPS TO FOLLOW IF SOMEONE IS THE VICTIM OF ELECTRICAL SHOCK

1. DO NOT TRY TO PULL OR GRAB THE INDIVIDUAL.

2. IF POSSIBLE, TURN OFF THE ELECTRICAL POWER.

3. IF YOU CANNOT TURN OFF THE ELECTRICAL POWER, PULL, PUSH, OR LIFT THE PERSON TO SAFETY USING A WOODEN POLE OR ROPE OR SOME OTHER INSULATING MATERIAL.

4. SEND FOR HELP AS SOON AS POSSIBLE.

5. AFTER THE PERSON IS FREE OF CONTACT WITH THE SOURCE OF ELECTRICAL SHOCK, MOVE THE PERSON A SHORT DISTANCE AND IMMEDIATELY START CARDIOPULMONARY RESUSCITATION (CPR.)

Figure H-2. Safety Tips.

d. The SAMS system arrives in the field in three transit cases (figure H-3).

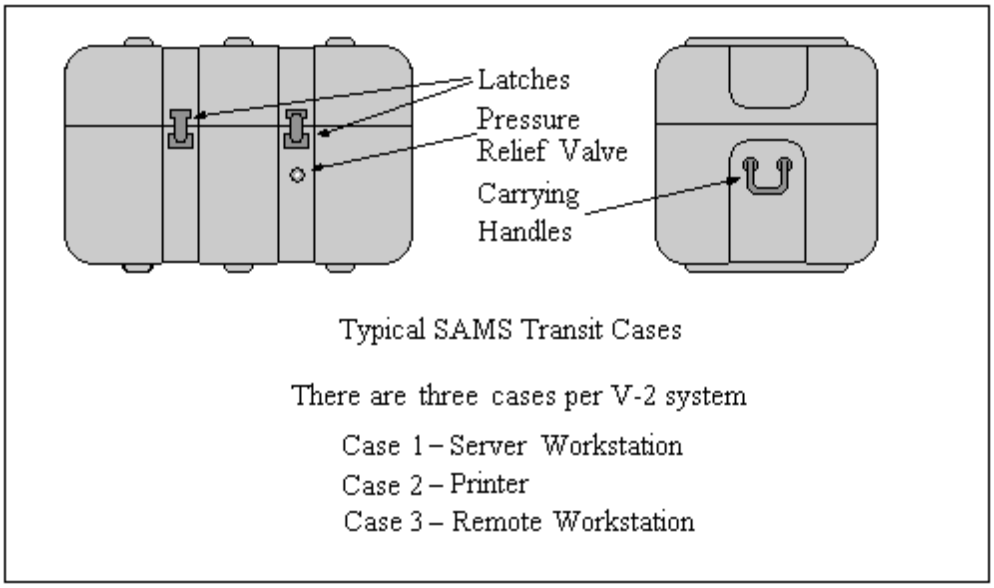


Figure H-3. SAMS Transit Cases.

e. Before unpacking the system, find a suitable location. Set the system up in a building or shelter. Do not set the system directly on the ground. Place it on a table, desk, or use the transit cases. If using tables, make sure they are strong enough to take the weight.

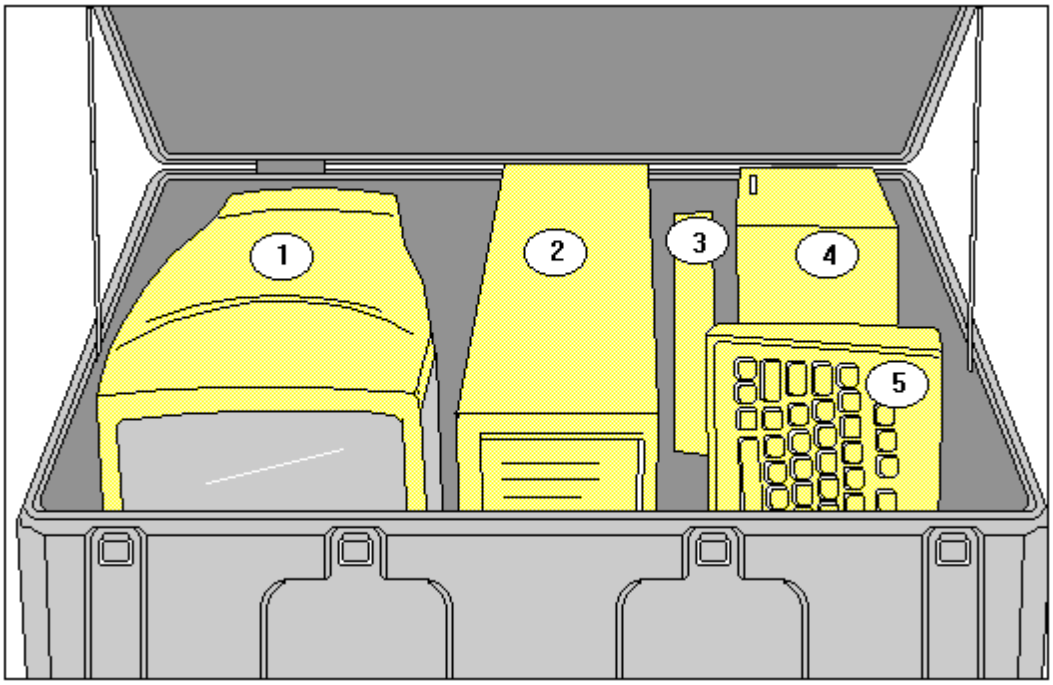
f. Each case has one handle mounted on the ends to use for carrying. The cases are rugged fiberglass and packed with foam padding to protect the equipment.

g. Before starting to unpack the system, locate the pressure relief valve (fig. H-3) on the side of each case. Depress the valve to equalize the pressure inside the case. If the pressure inside the case is greater than it is outside, the case will not open.

h. When opening the lid, be extremely careful that components are not stuck and attempt to come up with the lid.

H-5 System Components and Packing Cases.

a. The Server Workstation Transit Case (fig. H-4) contains the Monitor, Central Processing Unit (CPU), Power Strip, Uninterruptible Power Source, and Keyboard. Stowed around and below the major components are the AC power cords for the CPU and monitor, the mouse and a telephone cable for modem connection.

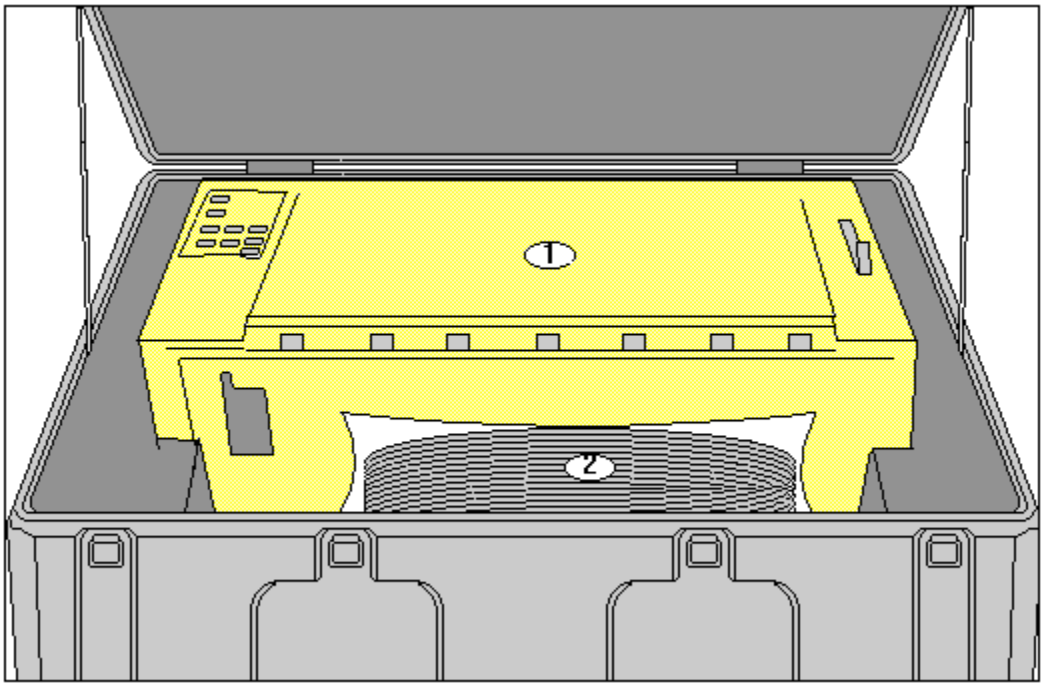


Legend for fig. H-4:

REFERENCE NO.	DESCRIPTION
1	Monitor
2	Central Processing Unit (Mini Tower)
3	Power Strip (2 each)
4	Uninterruptible Power Source
5	Keyboard
Hidden from view - Power cables, mouse and telephone cable.	

Figure H-4. Server Workstation Transit Case.

b. The Printer Transit Case (fig. H-5) contains the printer, an AC power cable and a printer cable.

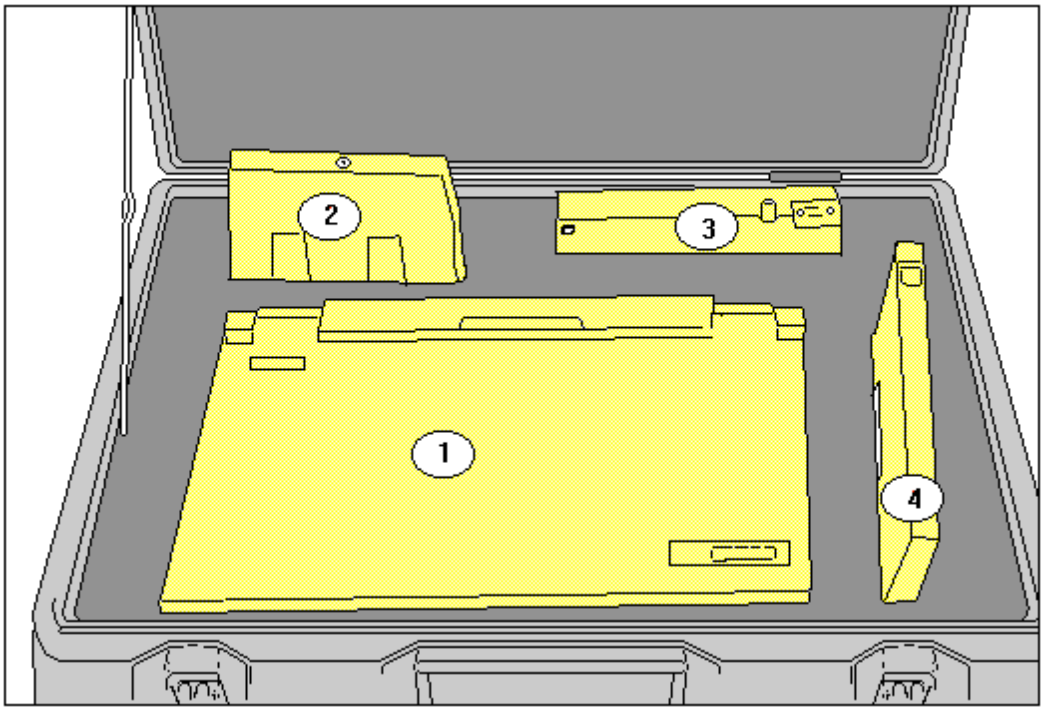


Legend for fig. H-5:

REFERENCE NO.	DESCRIPTION
1	Printer
2	Power and Printer cables

Figure H-5. Printer Transit Case.

c. The Remote Workstation Transit Case (fig. H-6) contains the Notebook CPU, battery charger, 12-Port Mini-Hub, and the external 3.5-inch floppy disk drive. Stowed below the notebook is an AC power cord the ten foot Ethernet cable to connect the remote to the hub.



Legend for fig. H-6:

REFERENCE NO.	DESCRIPTION
1	Notebook CPU
2	Battery Charger
3	12 Port Mini Hub
4	3.5-inch Floppy Disk Drive
Hidden from view - Power cables, Ethernet cable and extra battery.	

Figure H-6. Remote Workstation Transit Case.

d. One component of the system not packed in a transit case is the RJ-45 cable that connects the server workstation to the 12-Port Mini-Hub. The cable is 325 feet long and is packaged on a reel.

H-6 System Set Up.

a. Unpacking.

(1) Before unpacking the system, select the proper sites for the Server and the Remote workstations. Move the equipment to those locations.

(2) Unpack the transit cases in order. For each transit case, depress the pressure relief valve and then unlatch the butterfly catches. Unpack the components and check for physical damage. Put packing materials and any unused cables back in the cases and relatch them.

(3) Set up the components on table(s). Be careful of clearances. The cable lengths determine the maximum allowable distances between the components.

b. Connecting the equipment.

CAUTION

All power sources must be grounded. Use 110 VAC power cable only for 110 VAC power.

(1) Server Workstation Connections.

(a) Power Connections. The power connection for the Server workstation is shown in figure H-7. To obtain maximum protection so that an orderly shut down can be made in the event of a power failure, it is recommended that the UPS be used to furnish power to the CPU and the Monitor only.

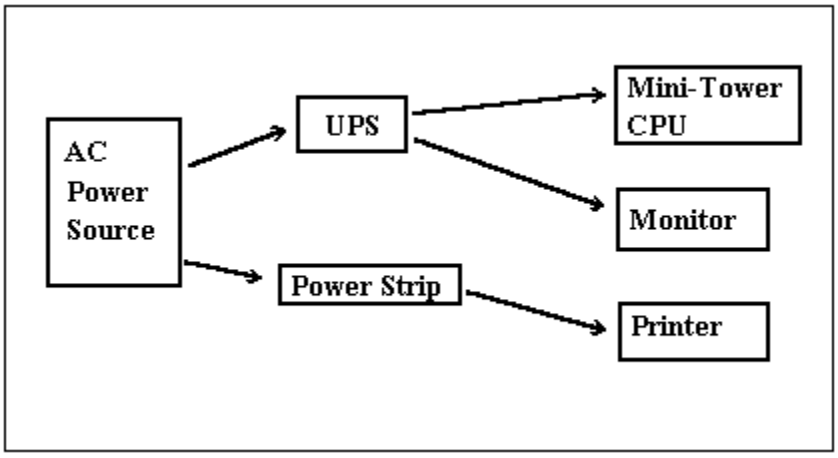


Figure H-7. Server Workstation Power Connections.

(b) Component and Data Connections. The connection locations are shown in figure H-8. Most connectors are unique, that is, only the right cable will fit.

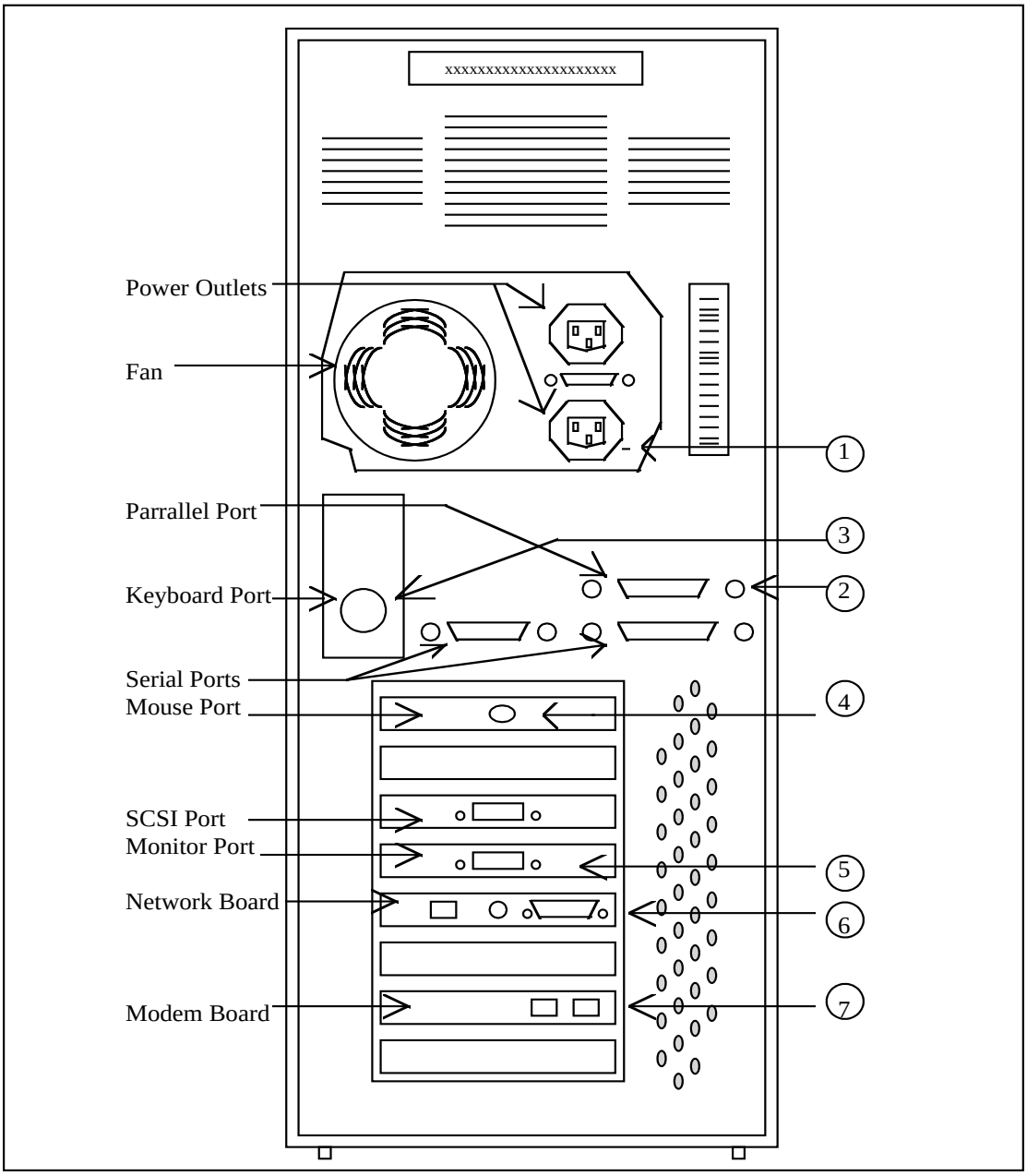


Figure H-8. Server Workstation (Rear View) Data and Component Connections.

1. Connect the female end of the power cord to the power outlet ❶ on the server. Connect the male end to the UPS.

2. Connect one end of the printer cable to the Parallel port ❷ on the server. Connect the Sysorex end to the printer.

3. Connect the keyboard to the keyboard port ❸ on the server.

4. Connect the mouse to the mouse port ❹ on the server.

5. Connect the monitor cable to the monitor port ❺ on the server.

6. Connect one end of the network cable (RJ-45) to the network interface port ❻ on the server.

7. Connect a standard telephone line to the modem port ❼ on the server.

(2) Remote Workstation Connections. Because some components of the system are intended for garrison only, the connections of the remote workstation will depend on the location, garrison or field.

(a) Garrison Location.

1. Power Connections. The power connection for the Remote workstation in a garrison location is shown in part A figure H-9.

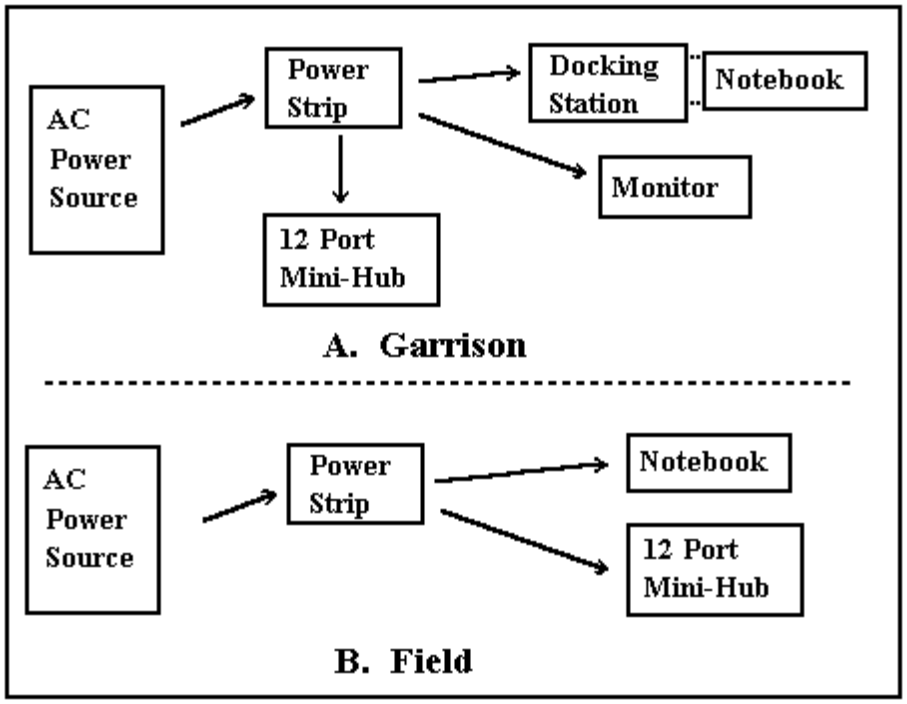


Figure H-9. Remote Workstation Power Connections.

2. Component Connections. In a garrison location, the docking port serves as a connector between the notebook, monitor, keyboard, mouse, and floppy disk drive (fig. H-10).

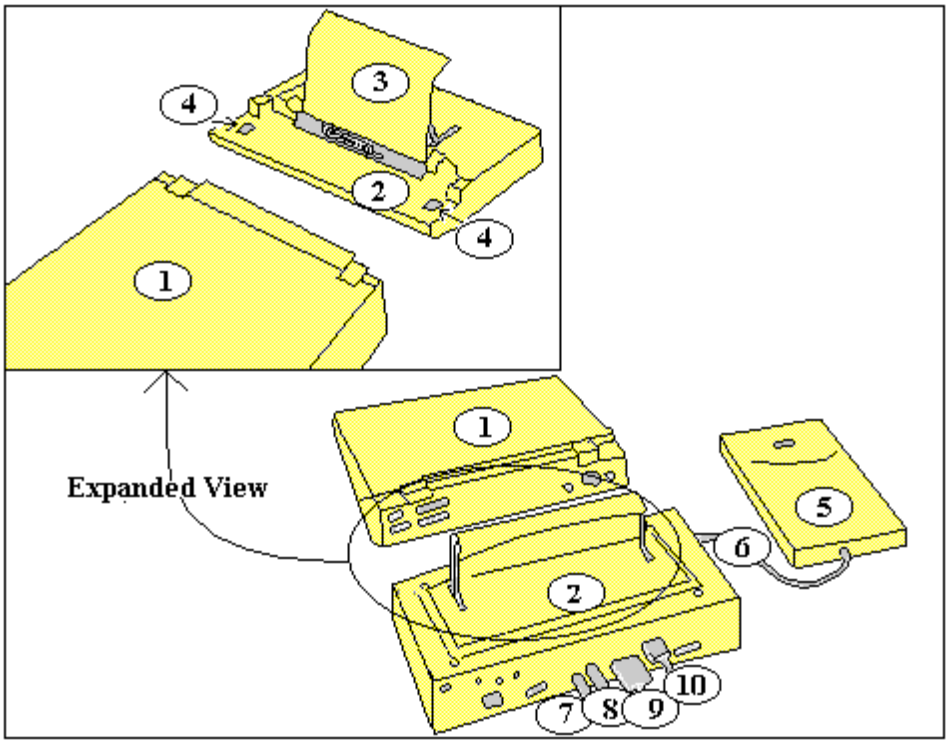


Figure H-10. Remote Workstation Component Connection (Garrison).

a. Connect the notebook ❶ to the docking station ❷. (see expanded view) With the docking port handle ❸ in the up/open position, place the notebook over the pins ❹ and lower/close the handle. The notebook and the docking port will lock together as a unit.

b. Connect the external 3.5-inch floppy disk drive ❺ through the mini plug ❻ to the dedicated port in the docking station.

c. Connect the keyboard to the keyboard port ❼ on the docking station.

d. Connect the mouse to the mouse port ❽ on the docking station.

e. Connect the monitor cable to the monitor port ❾ on the docking station.

f. Connect the female end of the power cord to the power outlet ❿ on the docking station. Connect the male end of the power cord to a power strip.

g. Connect the data cable from the 12-Port Mini-Hub as described in paragraph (c) below.

(b) Field Location.

1. Power Connections. The power connection for the Remote workstation in a field location is shown in part B figure H-9 above.

2. Component Connections. The Remote workstation component connections are shown in figure H-11.

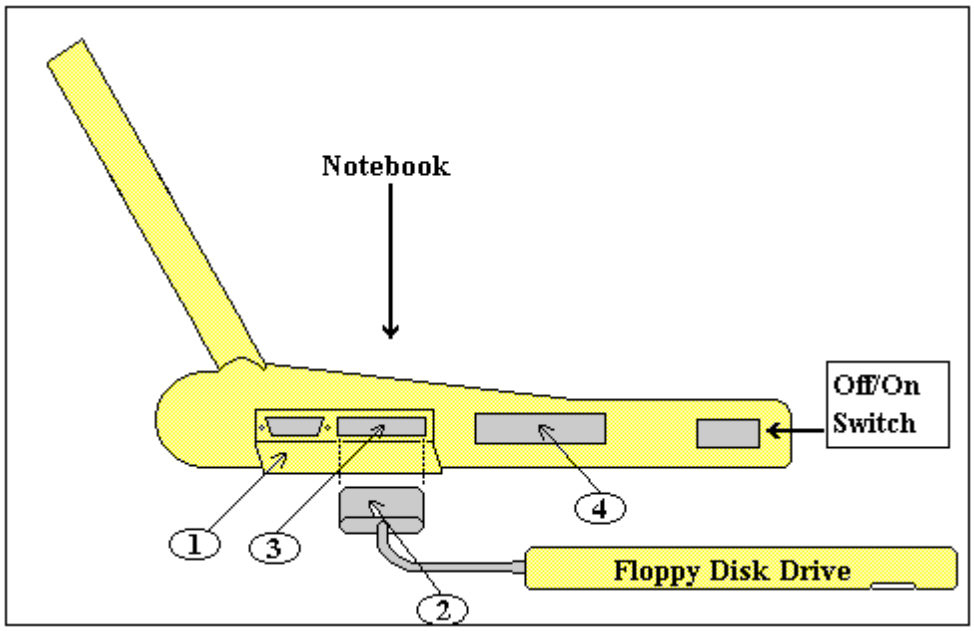


Figure H-11. Remote Workstation Component Connection (Field).

a. Open the cover ❶ on the left side of the notebook.

b. Connect the plug ❷ from the external 3.5-inch floppy disk drive to the dedicated disk drive port ❸ on the notebook.

c. The Ethernet card slot ❹ on the notebook is used to connect the data cable from the 12-Port Mini-Hub. (See para. (c) below.)

(c) Data Connection. The data cable connection between the Server and the Remote is the same regardless of whether in a garrison or field location (fig. H-12).

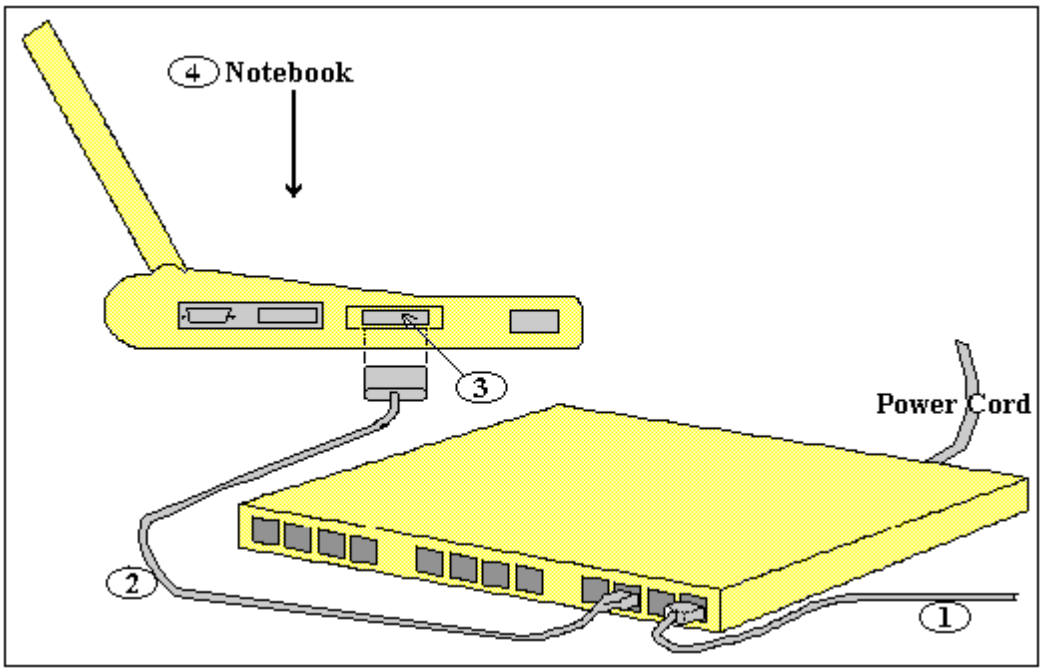


Figure H-12. 12-Port Mini-Hub Data Cable Connections.

1. Connect the network cable (RJ-45) ❶ from the server to one of 12 ports on the Mini-Hub.

2. Connect the 10 foot Ethernet cable ❷ between the Notebook ❹ and the 12-Port Mini-Hub. The cable at the Notebook is connected to the Ethernet card slot ❸. This connection is the same whether the docking port is used (garrison) or not (field).

H-7 Printer. The SAMS REHOST printer is a Lexmark 2391plus, dot matrix, wide carriage, forms printer. It has a internal buffer capable of holding 64 kilobytes (KB). In the Fast Draft mode it prints 300 characters per second (cps). It is capable of legibly printing 4-part forms.

a. Printer cabling. Two cables are required for the printer to operate. Both cable connections are located on the rear of the printer. The power cable is connected to the power strip. The data cable is connected to the parallel port on the rear of the Server workstation.

b. Printer Setup.

(1) Loading a ribbon cartridge (fig H-13).

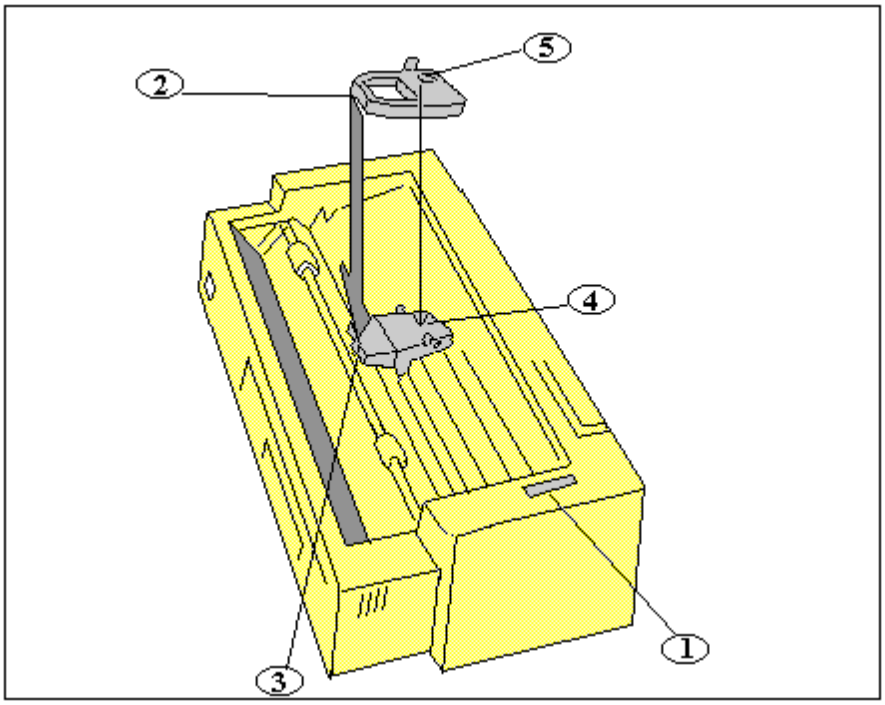


Figure H-13. Top view of printer with the cover off.

(a) Turn the power off. The switch is on the rear corner of the right side.

(b) Remove the top cover. Slide the left and right latches up to remove the cover from the printer.

(c) Set the forms thickness lever ❶ to position 7 (moves the printhead away from the platen).

(d) Fit the end of the ribbon cartridge ❷ in front of the printhead ❸ .

(e) Position the hole in the bottom of the cartridge over the pin ❹ in the printer. The hole is directly under the ribbon advance knob ❺ . **Note:** If the pin in the printer does not fit into the hole, turn the ribbon advance knob clockwise until the pin fits in place.

(f) Press down on the ribbon cartridge until both sides snap into place. **Note:** The ribbon density control knob (located on top of the ribbon cartridge) has been preset to 1. When the print becomes light, turn the knob to 2 to darken the print.

(g) Put the cover on the printer.

(h) Set the forms thickness lever ❶ to position 1 or 2 for one part paper.

(2) Loading paper (fig. H-14).

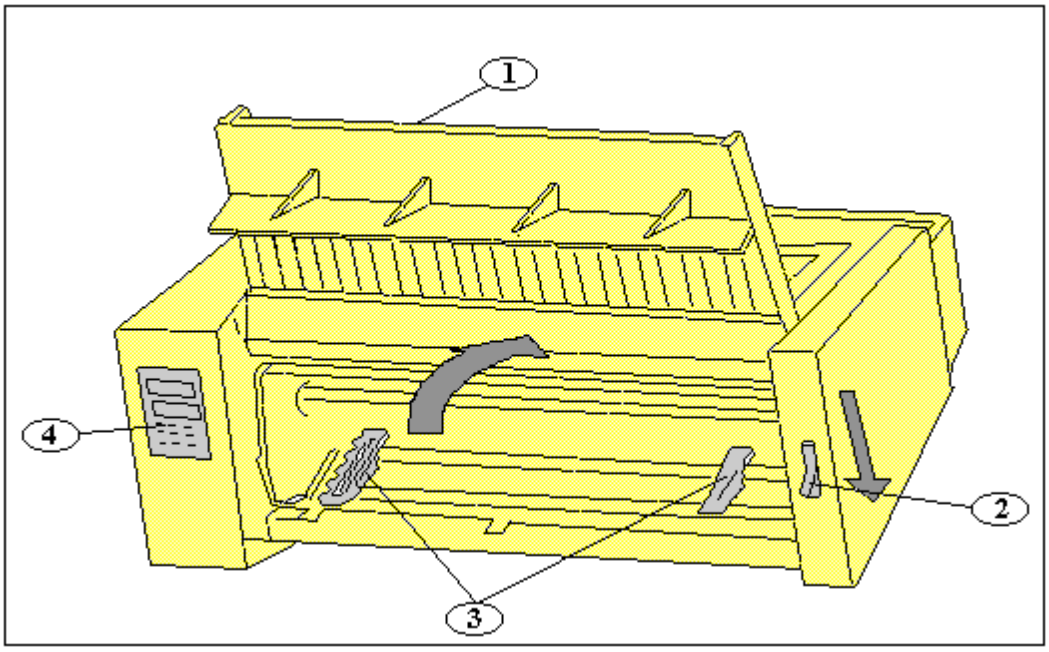


Figure H-14. Front view of printer with the front cover open.

(a) Turn the printer on. The switch is on the rear corner of the right side.

(b) Set the forms thickness lever (fig. H-13) to 1 or 2 for single part paper.

(c) Lift the front cover ❶. Check to make sure the paper path is clear.

(d) Set the paper select lever ❷ to the continuous form position.

(e) Set the left and right tractor feed guides ❸ to the correct paper width. Close the tractor doors to lock the paper in the guides. Use the embossed [A on the rear plate as a guide for setting the left margin. **Note:** Printing starts at the [A. The distance from the [A to the left edge of the paper will be the width of the left margin.

(f) Close the front cover.

(g) Press Start/Stop button on the operator panel ❹ to load the paper to the print position.

(3) Printer settings. Control of the printer is obtained through the Operator Panel (fig. H-15) located on the right side of the printer. The printer is preset at the factory for font, pitch, form length and other default settings. The default settings can be change in the Printer Setup Mode. To enter the setup mode, press [Alt] [Setup].

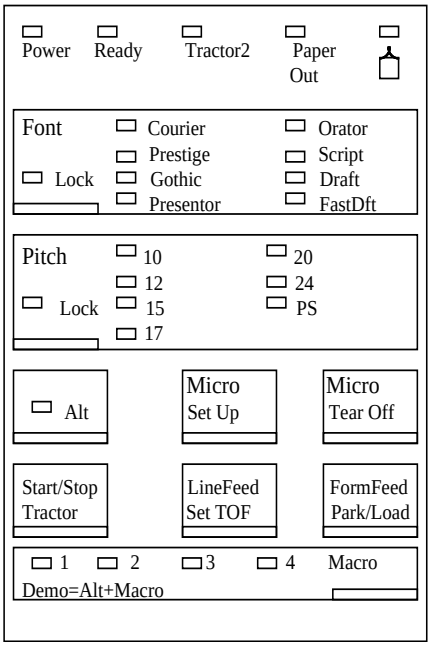


Figure H-15. Printer Operator Panel.

(a) The Alt light will blink. The light blinks as long as the printer is in setup mode. To obtain a list of print options, press [Font]. The printer will print the option menu.

(b) The following options settings are recommended for SAMS printing:

1. Zero Slash On.

a. Press [Alt][Setup] on the printer operator panel to access the main menu.

b. Press [Alt] to access the data options menu.

c. Press [Micro-Up] to access the zero slash menu.

d. Press [Font] to turn the zero slash option on.

e. Press [Start/Stop] to return to the main menu.

2. Fast Draft On.

a. Press [Pitch] to access the forms options menu.

b. Press [Pitch] to access the character options menu.

c. Press [Font] until the light at the FastDft selection is lit.

d. Press [Alt][Font] to lock in the selection.

e. Press [Start/Stop].

f. Press [Macro] to access the main menu.

3. Unidirectional Print Off.

a. From the main menu press [Micro-Up] to access the control options. menu.

b. Press [Font] to access the unidirectional print menu.

c. Press [Pitch] to turn the option off.

d. Press [Start/Stop] to return to the main menu.

4. Top of Form Permanent.

a. Press [Line Feed] until the paper is one quarter inch above the white line
on the metal platen bar. The bottom of printed characters will be at the
white lines on either side.

b. Press [Alt][Setup] to re-enter set-up and access the main menu.

c. Press [Alt][Micro-UP] to access the top of form menu.

d. Press [Font] to set to permanent.

e. Press [Start/Stop] to return to the main menu.

5. Auto Tear-Off On.

a. Press [Pitch] to access the forms macro options menu.

b. Press [Alt] to access the paper handling options menu.

c. Press [Font] to turn the option on.

d. Press [Macro] to return to the main menu.

e. Press [Start/Stop] to exit set-up and save setting.

6. Once all of the options are set, press [Alt][Setup] and [Font] to print a copy of the new settings. Verify that the settings are correct.

c. To perform a Printer Self-Test.

(1) Turn the printer off.

(2) Press and hold [Line Feed] while turning printer on.

(3) Release [Line Feed] when printing starts.

(4) Turn printer off to stop test.

d. To print in a Condensed Mode. The recommended print configuration for SAMS is FastDft font, and 10 pitch. The printer is capable of printing SAMS reports on 82 by 11 inch paper.

(1) Set the pitch at 17 or 20 the LED adjacent to the selection will light.

(2) When a pitch of 17 or 20 is chosen, the font will automatically set to draft.

(3) Press [Alt] [Pitch] to disable the resident pitch selection by the application software. The lock LED will light.

H-8 Additional Equipment. Each fielded SAMS REHOST system will include additional equipment items (fig. H-16).

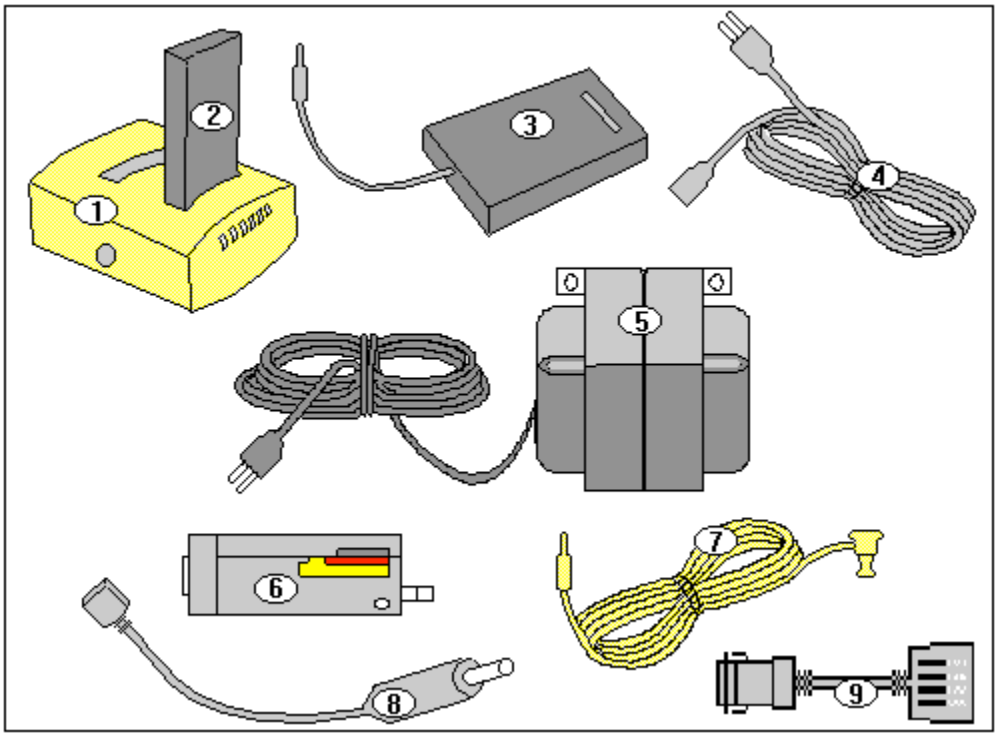


Figure H-16. SAMS REHOST Additional Equipment Items.

a. A battery charger ❶ to charge the Nicad batteries used in the Remote workstation. The battery charger includes a step-down transformer ❸ and a power cord ❹ .

b. A spare Nicad battery ❷ for the Remote workstation.

c. A transformer ❺ for use with European electrical current.

d. A transceiver ❻ to convert a serial port to a LAN output connection.

e. A ear phone ❼ that is not used with the SAMS system.

f. A PCMCIA Ethernet coupler ❽ that is not used with the SAMS system.

g. A Fax/Modem coupler ❾ that is not used with the SAMS system.

H-9 Powering up the System. This paragraph explains the correct procedure for powering up the SAMS REHOST system. Always wait until the Server workstation is running before turning on the Remote workstation. Always check before turning on the equipment, ensure air passes freely in and around the equipment. Never place open containers of liquids on or near the equipment.

a. Power up the UPS. With the unit plugged into a 110 AC power source, press and release the On/Off button. The button is located on the front top center of the UPS. The unit immediately begins to supply power to the SAMS equipment plugged into the UPS. Each time the UPS is turned on and every two weeks of continuous operation, the unit will perform a self-test. During the self test, the UPS briefly operates on battery. If the UPS passes the self-test, it returns to on-line. If the UPS fails the test, the replace battery light comes on. The battery should be tested and replaced if necessary.

b. Power up the Power Strip. With the unit plugged into a 110 AC power source, press the On/Off switch. The switch is located on the face of the power strip.

c. Power up the Monitor. With the unit plugged into the UPS device, press the On/Off switch. The switch is located on the front bottom right hand corner of the monitor. The monitor has an autosensing capability that can automatically detect 100-120V AC or 200-240V AC and 50 or 60 Hz.

d. Power up the Printer. With the unit plugged into the power strip, press the On/Off switch. The switch is located on the right side, at the rear of the printer.

e. Power up the Server Workstation. With the unit plugged into the UPS device, press the On/Off switch. The switch is located on the top right corner of the mini-tower. Refer to the logon procedures in paragraph 3.2.1, section 3. Wait until the Server workstation is running before powering up the Remote workstation.

f. Power up the Remote Workstation in a garrison location.

(1) Power up the Power Strip. With the unit plugged into a 110 AC power source, press the On/Off switch. The switch is located on the face of the power switch.

(2) Power up the Monitor. With the unit plugged into the power strip, press the On/Off switch. The switch is located on the front bottom right hand corner of the monitor.

(3) Power up the 12-Port Mini-Hub. Plug the power cord from the transformer into the power strip.

(4) Power up the Remote Workstation (Notebook). The Remote workstation will be connected to the docking station. With the unit plugged into the power strip, press the On/Off switch. The switch is located on the left side of the notebook. Refer to the logon procedures in

paragraph 3.2.1, section 3. Wait until the Server workstation is running before powering up the Remote workstation. Connecting the notebook to a power source provides power to run the computer and to charge the battery. Leaving the computer plugged in for a least two and a half hours with the computer off will recharge the battery. If the computer is running a recharge will require five to eight hours.

g. Power up the Remote Workstation in a field location.

(1) Power up the Power Strip. With the unit plugged into a 110 AC power source, press the On/Off switch. The switch is located on the face of the power switch.

(2) Power up the 12-Port Mini-Hub. Plug the power cord from the transformer into the power strip.

(3) Power up the Remote Workstation (Notebook). With the unit plugged into the power strip, press the On/Off switch. The switch is located on the left side of the notebook. Refer to the logon procedures in paragraph 3.2.1, section 3. Wait until the Server workstation is running before powering up the Remote workstation.

H-10 Powering down the System. This paragraph explains the correct procedure for powering down the SAMS REHOST system. After following the shutdown procedures in paragraph 10.12, section 10 and obtaining the message **"It is safe to turn off your computer"**, perform the following steps.

CAUTION

If a floppy diskette, tape, or CD-ROM disk is in a drive, remove it before turning the power off

a. Turn off the power to the monitor at the Remote workstation.

b. Turn off the power to the Remote workstation **Note:** You can turn off Remote workstation and still use the Server workstation.

c. Turn off the power to the printer.

d. Turn off the power to the monitor at the Server workstation.

e. Turn off the power to the Server workstation.

H-11 Decabling and Pack Up. After turning all power off, to the system, prepare the equipment for transit.

a. Prepare the Server workstation for transit make sure disk and tape drives are empty.

(1) Disconnect the printer cable and place it beside the printer.

(2) Disconnect the keyboard and place it beside the server.

(3) Disconnect the mouse and place it beside the server.

(4) Disconnect the video cable to the monitor. Disconnect the power cord to the monitor. Place the monitor with its video cable and power cord beside the server.

(5) Disconnect the network cable (RJ-45). Roll the RJ-45 cable onto the cable reel for transit.

(6) Disconnect the telephone modem cable and place it beside the server.

b. Prepare the Remote workstation for transit make sure the CD-ROM drive in the notebook and the diskette drive in the external disk drive are empty.

(1) In garrison, perform the following steps.

(a) Disconnect the monitor, keyboard and mouse. These components will not be taken to the field.

(b) Disconnect the 10-foot Ethernet cable from the Remote workstation and the 12-Port Mini-Hub. Place the cable beside the remote.

(c) Disconnect the network cable (RJ-45) from the 12-Port Mini-Hub. Roll the RJ-45 cable onto the cable reel for transit.

(d) Once the 12-Port Mini-Hub is disconnected and place it beside the remote.

(e) Disconnect the external floppy disk drive and place it beside the remote.

(2) In the field, perform the following steps.

(a) Disconnect the 10-foot Ethernet cable from the Remote workstation and the 12-Port Mini-Hub. Place the cable beside the remote.

(b) Disconnect the network cable (RJ-45) from the 12-Port Mini-Hub. Roll the RJ-45 cable onto the cable reel for transit.

(c) Once the 12-Port Mini-Hub is disconnected and place it beside the remote.

(d) Disconnect the external floppy disk drive and place it beside the remote.

c. Packing the Equipment. The SAMS REHOST components are put in transit cases for shipment. Make sure the preloaded software is in a transit case when packing the equipment for shipment. Account for other diskettes, tape cartridges, CD-ROM disks, books, and manuals that are required for your continued operation. Prepare them for transit when moving to another location or to a field site.

(1) Server Workstation Transit Case (fig. H-17).

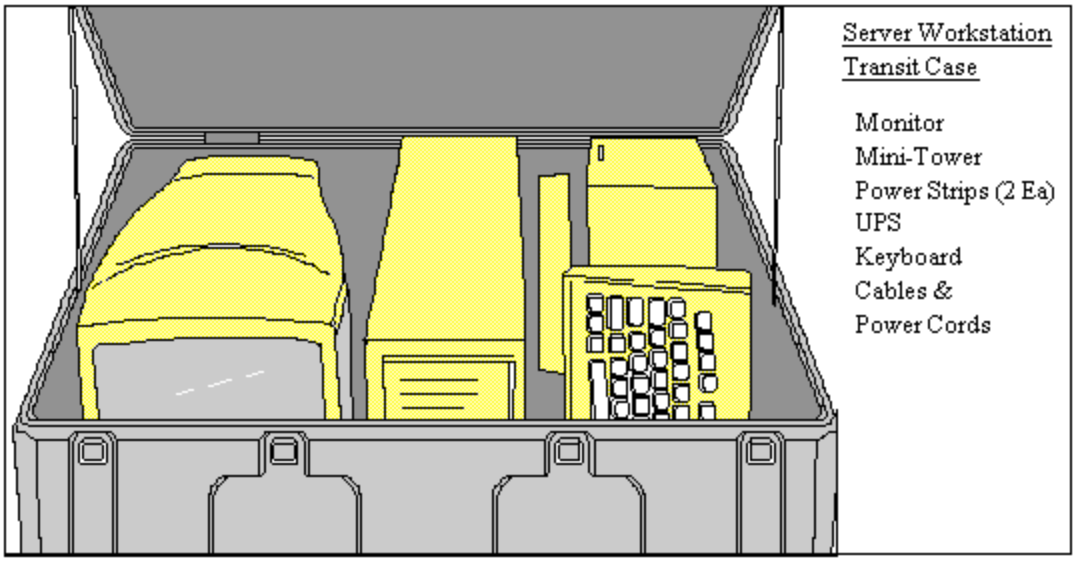


Figure H-17. Server Workstation Transit Case.

(a) Pack the monitor, mini-tower, two power strips (one for the server workstation and one for the remote workstation), uninterruptible power source, and keyboard.

(b) Wrap the power cords and cables in and around the components in the transit case.

(c) Close and lock the transit case.

(2) Printer Transit Case (fig. H-18).

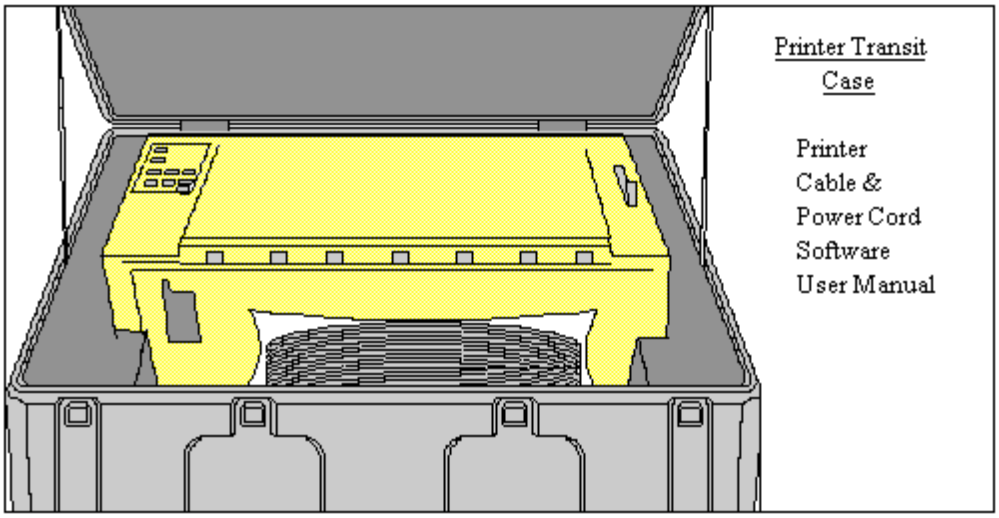


Figure H-18. Printer Transit Case.

(a) Coil the power cord and the printer cable and place them in the bottom of the transit case. Place preloaded software, tape cartridges CD-ROM disks and spare printer ribbons in the

bottom of the case. Place the user's manual in the transit case. Provide suitable packing materials in and around the software and manual.

(b) Place the printer in the transit case.

(c) Close and lock the transit case.

(3) Remote Workstation Transit Case Transit Case (fig. H-19).

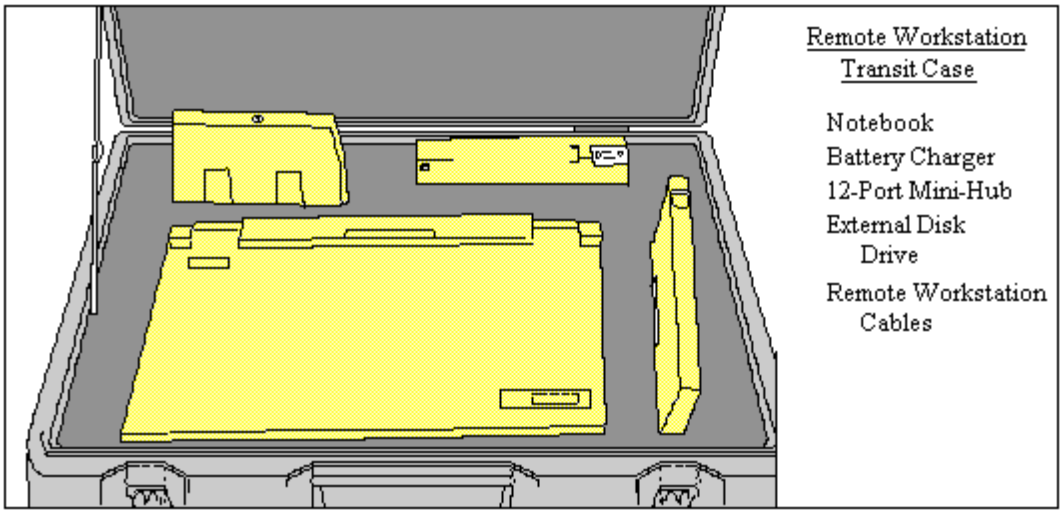


Figure H-19. Remote Workstation Transit Case.

(a) Coil the power cords and the Ethernet cable, place them and the spare battery in the bottom of the transit case.

(b) Place the Remote workstation, battery charger, 12-Port Mini-Hub and the external floppy disk drive in the transit case.

(c) Close and lock the transit case.

(4) Place the 325-foot RJ-45 cable on the cable reel for transit.

H-12 Troubleshooting. Each component of the system has a troubleshooting section in the manufacturer's user manual that describes proper troubleshooting methods. Refer to the applicable manual.

H-13 System Maintenance.

a. Maintenance Concept. The SAMS REHOST system requires very little maintenance by the operator. No tools are provided nor are they required for operator maintenance. The system will identify problem components. Once the system identifies a problem component and the operator verifies that the problem is not a loose connection, the faulty piece of equipment is disconnected from the system. It is then placed in the appropriate transit case and the entire transit case assembly is taken to maintenance for repair. Under no circumstances should the operator attempt to repair any part of the SAMS REHOST system.

b. Lubrication. The SAMS REHOST personal computer (PC) equipment does not need any lubrication.

c. Preventive Maintenance Checks and Services. The following paragraphs explain scheduled procedures that ensure proper operation of the PC equipment. Figure H-20 shows the recommended schedule of operator maintenance procedures and the interval in which they should be performed. However, extremely dusty environments or extreme use may require more frequent preventive maintenance checks and services (PMCS). Ensure all power to the system is off before beginning preventive maintenance. Figure H-21 describes the expendable supplies and materials used in PC maintenance.

CAUTION

Never use sprays or liquids directly on computer equipment. Do not apply cleaning solutions to cloths or diskettes while holding them over the keyboard.

(1) Computer, Notebook, and Monitor. Check all vents and fan openings to ensure that they are not covered or blocked. The computer can overheat if not properly ventilated. Never expose the computer to extreme temperatures. This can cause the hard-disk drive to fail. Clean the monitor screen with anti-static towelettes to reduce eye strain and static dirt build-up. Vacuum frequently to prevent dust build up.

(2) Cable Connections. Check all cable connections in the rear of the computer for a firm connection. Lightly tighten the connections with a small screwdriver.

(3) Casing. The outer casing may be cleaned using a non-detergent cleaner or damp cloth. Never use liquids, sprays or soaked cloths.

(4) Keyboard. The keyboard casing may be cleaned using a damp cloth or a non-detergent cleaner. Hold the keyboard upside down and use a small soft brush to brush out foreign objects between and around the keys. If a brush is not available, gently tap the bottom of the keyboard while it is upside down.

(5) Printer. Check the printer vents to ensure that they are not covered or blocked. Open the printer covers and clear the printer of any foreign objects. A small soft brush may be used. Check the printer for light or smudged print and replace the printer ribbon if necessary.

(6) Diskette Drives. The drives should be periodically cleaned using, as appropriate, a 5.25 inch or 3.5 inch diskette cleaning kit. These kits come with a cleaning diskette and solution. This process subjects the magnetic heads to abrasion and should therefore be used sparingly. However, if the drive seems to be failing or data cannot be read reliably, follow these steps:

(a) Turn on the computer and monitor or the notebook.

(b) Take the cleaning diskette and solution from the cleaning kit. If the cleaning diskette has tabs that cover the cleaning pad, remove the tabs for duel-head drives.

(c) Read the instructions with the kit for the recommended amount of solution to use. Do not apply solution over the keyboard or computer.

(d) Insert the appropriate cleaning diskette into the diskette drive and close the latch.

(e) Engage the read/write heads for approximately 30 seconds. Do this, at the C:> prompt for drive [a:\] and/or drive [b:\].

(f) This engages the heads for about 10 seconds, and an error message appears on the screen, “General Failure error reading drive A, Abort, Retry, Fail?” Press R for retry. This engages the heads for another 10 seconds and the error message reappears. Press R once more for a total of 30 seconds.

(g) When the error message appears for the third time, press A to abort, remove the diskette, and enter check on diskette usage chart. If contamination (discoloration) appears, discard cleaning diskette. Do not use the diskette more than 15 times.

(h) Insert the cleaning diskette back in the jacket and store in a dust free environment.

(i) Reboot the system.

(7) Tape Drive. The tape drive should be periodically cleaned using, a cleaning cartridge designed for DAT drives. The drive should be cleaned after every 25 hours of read/write operation. However, if the drive seems to be operating slowly, failing, or data cannot be read reliably, follow these steps:

(a) Turn on the computer and monitor.

(b) Insert the cleaning cartridge in the tape drive. The system immediately detects that the cartridge is a cleaning cartridge.

(c) The system loads and runs the cleaning cartridge for about 30 seconds. It will automatically ejects the cartridge when the cleaning process is completed.

(d) Each time the cleaning cartridge is loaded, a new, unused portion of the cleaning tape is used. The tape drive **will not** rewind the cleaning tape cartridge. One cartridge will provide approximately 30 uses.

(e) Remove the cleaning cartridge and place it in a safe place for storage.

d. Preventive Maintenance Schedule. Figure H-20 is a list of recommended preventive maintenance procedures for SAMS REHOST equipment and the interval in which they should be performed.

ITEM NO.	INTERVAL		ITEMS TO BE INSPECTED	PROCEDURE
	D	W		
1.	X		Computer, Notebook and Monitor	Check the vents to ensure they are not blocked.
		X		Clean the monitor screen with anti-static towelette/CRT cleaning pads. Wipe screen from top to bottom in even strokes.

2.		X	Cable Connections	Check all cable connections for breaks, cuts, or tears. Check connections for tightness.
3.		X	Exterior Cases	The outer casing can be cleaned using a non-detergent cleaner or damp cloth.
4.		X	Keyboard	Pick up the keyboard and hold it upside down. Use a soft brush to clean between the keys.
5.	X		Printer	Check the printer vents to ensure they are not blocked.
6.		X	Disk Drives	Clean disk drives.
7.		X	Tape Drive	Clean tape drive.
D = Daily			W = Weekly	

Figure H-20. Preventive Maintenance Schedule.

e. Expendable Supplies and Materials. The following is a list of expendable supplies and materials used with SAMS REHOST equipment.

National Stock Number	Description	U/I
7530-00-145-0414	Continuous Fold Paper 14 X 11	EA
7530-00-800-0996	Continuous Fold Paper 9 1/2 X 11	EA
4920-01-243-0571	Foam Swabs	EA
6850-01-207-3836	Anti-static towelette/CRT Screen Cleaning Pads	EA
6505-00-655-8366	Isopropyl Alcohol	EA
7045-01-101-1586	5.25-inch Diskette Drive Cleaning Kit	EA
	3.5-inch Diskette Drive Cleaning Kit	EA
7045-BP-026-0398	3.5-inch Diskettes	EA
7045-01-174-8384	5.25-inch Diskettes	EA
	Printer Ribbons	EA
	Tape Cleaning Cartridge (DAT)	EA
	DAT Tape Cartridge	EA
	Notebook Battery	EA

Figure H-21. Expendable Supplies and Materials.

APPENDIX I

SAMS-2 Go To War

I-1 General. This appendix applies to units alerted for deployment to, or within, the theater.

I-2 Deployment System Hardware and Supply Requirements.

a. All system hardware plus the system transit cases.

b. Extra printer cables and ribbons.

c. Formatted diskettes, tapes, and cleaning kits for diskette and tape drives.

d. Current system software to include Interim Change Packages (ICPs).

I-3 Pre Deployment Requirements.

a. Identify how the unit will be used. For example:

(1) As a roundout unit to an active component organization.

(2) The normal support relationship for a division, area support group, etc..

(3) Attached or assigned outside the normal support relationship.

b. Roundout and Attached or Assigned Outside Normal Support Relationship.

(1) Produce all required outputs (see section 8).

(2) Perform, in the sequence listed, the following processes:

(a) Cleanup Hard Disk.

(b) Print User Log.

(c) Purge CWO File.

(d) Purge MUF.

(e) Compress Files.

(f) Backup Files.

(g) Global UIC Mod/Del.

(3) Go to a DOS command line and type DELETE. Press [Enter], type AHO14I.ISAM, and then press [Ctrl-F1] to delete the current UIC Master file.

(4) Go to the File Utilities function and select the Compress Files process. This creates a new UIC Master ISAM file allowing new User UIC records to be added.

NOTE: Obtain new User UICs and create a UIC Master File before deployment, if possible.

(5) New User Parameter (input) records are built automatically as SAMS-1 input is processed. New User Parameter (output) records are built individually using the Update Supported User Parameters process of the Input/Output function. At the Update Supported Users screen, press [Ctrl-F2], and then build the output file parameters.

(6) When experiencing supported SAMS-1 unit changes, inop and work order data management requires close attention.

(a) Normal processing of the Daily Inop and WWO files captures the newly supported unit data.

(b) When support of a unit ceases, capture that unit's data for transfer to the gaining SAMS-2 unit. Use the Transfer and Delete option of the Unit Inop process, part of the Input/Output function, to do this. Use the Global UIC Mod/Del process of the File Utilities function to delete work order and manhour data.

(c) If the unit's UIC cannot be deleted from the UIC Master File after these steps have been taken, there may be records in the Completed Work Order (CWO) file. Wait 30 days and run the Purge CWO File process in Master Files, and then delete the UIC.

c. Normal Support Relationship:

(1) Go to the File Utilities function, select the Backup Files process and backup all SAMS-2 data files. This backup is used to restore the data files should problems arise that require reloading of the SAMS-2 system files.

(2) After arriving at the destination, ensure SAMS-1 supported units provide the Daily Inop and Weekly Work Order (WWO) input files. This will bring the SAMS-2 system up to date and allow normal operations.

I-4 Post Deployment Tips.

a. Find out if Manhour Accounting will be used. If SAMS-1 units do not use Manpower Accounting, they normally will record the expended manhours when closing tasks. In this situation, expended manhours will be captured in the WWO transfer. It will not be necessary to run the Manpower Util process.

b. Find out the type of Communications to be used; Diskette or Comm (BLAST Point-to-Point, or BLAST Concentrator).

c. Three critical files, virtually impossible to create, are the Equipment Category Code (AHO13I) file, the Equipment Master (AHO15I) file and the Equipment Master Subsystem (AHO24I) file. If destroyed or corrupted, perform Option 5, Single File Restore which is found in the Restore Files process of the File Utilities function.

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