

**11 April 1999**



**Supply**

**STORAGE AND ISSUE OF MOBILITY SMALL  
ARMS**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements AFPD 23-2, *Supplies and Material Management*. It establishes local procedures and guidelines for maintaining mobility weapons and applies to all 911 AW organizations.

**SUMMARY OF REVISIONS**

This revision updates and streamlines previous guidance. It is the initial publication of 911 AWI 23-202 revising 911 AWI 23-103, 7 March 1997.

**1. Organization Responsibilities:**

1.1. When possible the Chief of Supply will be notified by the organizational commanders in writing at least two (2) weeks prior to the required deployment date. The request will include:

- 1.1.1. The quantity of weapons required.
- 1.1.2. The type (i.e., automatic/rifle).
- 1.1.3. The location of the deployment.
- 1.1.4. The date and time weapons will be picked up in Building 320.
- 1.1.5. The return date of the weapons.

1.2. Upon deployment/exercises for more than fifteen (15) days the organization commander will ensure unit custodians (deployment and equipment) report to Base Supply (Equipment Management Section) for transfer paperwork.

- 1.2.1. For deployments less than 15 days an AF Form 1297, **Temporary Hand Receipt**, will be used.

1.3. Unit commanders will assign in writing qualified weapons couriers and forward a copy to Base Supply, Special Assets Section, LGSDX.

1.4. Upon completion of deployments/exercises weapons will be returned to the Special Assets Section for inventory. Any missing items will be identified to organizational commanders in writing. A unit representative is encouraged to be present during inventory of the weapons.

1.5. Units are responsible for palletizing deployed weapons.

## **2. Supply Responsibilities:**

2.1. The Special Assets Section is responsible for the storage, issue, inventory and transfer of all mobility weapons except for the Security Forces Squadron.

2.2. Prepares and maintains weapon serial number for tech each container subject to deployment.

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