



MINISTRY OF DEFENCE

**JSP 886  
THE DEFENCE LOGISTIC SUPPORT CHAIN MANUAL**

**VOLUME 3  
SUPPLY CHAIN MANAGEMENT**

**PART 14  
TRANSFER OF SPARES BETWEEN UNITS,  
CANNIBALISATION, STOROB AND RECLAMATION**

**THE MASTER VERSION OF JSP 886 IS PUBLISHED ON  
THE DEFENCE INTRANET.**

**FOR TECHNICAL REASONS, EXTERNAL LINKS ON THIS  
INTERNET VERSION HAVE BEEN REMOVED.**

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# **INTERNET VERSION – MASTER IS ON THE DEFENCE INTRANET**

## **CHAPTER 1 - INTRODUCTION**

### **PURPOSE**

1. This instruction details the policy, regulations, guidance and procedures (PRGP) to be applied when transferring unit materiel between accounts, the cannibalisation of equipment and reclamation of spares and materiel from equipment or major assemblies.

### **OWNERSHIP AND POINTS OF CONTACT**

2. Formulation of policy on the subject of CLS within the JSC is vested in SCM (P&C) and is subject to ratification by the Defence Logistics Policy Working Group (DLPWG).

3. This instruction is sponsored by DES JSC SCM (Pol Dev) who should be approached in case of technical enquires about the content:

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### **GLOSSARY**

5. A glossary of JSC terms is available at JSP 886 Volume 1 Part 1A.

### **RELATED PUBLICATIONS**

6. The following Publications are linked to this instruction:

MAP-01 - Manual of Maintenance and Airworthiness Processes

JSP 454 – MOD System Safety and Environmental Assurance for Land Systems.

JSP 462 – Financial Management Policy Manual.

JSP 553 – Military Airworthiness Regulations.

JSP 800 – The Defence Movements and Transportation Regulations.

JSP 886 Volume 3 Part 7 – Consignment Tracking.

### **SUPERSEDED PUBLICATIONS**

7. This instruction supersedes a number of publications, or parts of, that pertain to the Reverse Supply Chain; including:

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JSP 886 Volume 3 Part 101 – STOROB (formerly JSP 886 Volume 11, Part 3, Chapter 1, Article 0123).

JSP 886 Volume 3 Part 200 (formerly JSP 886 Volume 12 Part 1 Pamphlet 7, Sections 5 and 6).

JSP 886 Volume 3 Part 318 (formerly JSP 886 Volume 13, Leaflet C6/2).

JSP 886 Volume 3 Part 319 (formerly JSP 886 Volume 13, Leaflet C8/1).

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## CHAPTER 2 – TRANSFER OF SPARES BETWEEN UNITS

### INTRODUCTION

1. The redistribution of spares between units is an important tool in the overall process of maximising the utilisation of stock within the Joint Supply Chain (JSC). Automated facilities to support the redistribution of spares between units exist within the Supply Central Computer System (SCCS), the Management of the Joint Deployed Inventory (MJDI) and Stores System 3 (SS3). In addition, Project Teams (PT) and formation Logistic and Equipment Support (ES) staff may direct local asset transfer / cross-servicing support between subordinate units. For Army HQ units, the provisions of Land Forces Standing Order (LFSO) 4509 apply.

### AUTOMATED TRANSFER BETWEEN UNITS – SCCS / MJDI POC MANAGED ASSETS

2. **Asset Visibility.** SCCS has visibility of all SCCS controlled assets held on MJDI unit accounts. As a result of this global asset visibility, all SCCS assets held on main stock account at MJDI consumer units are potentially available for redistribution.

3. **External Issue Request – Automated Inter-Unit Stock Transfer.** For Air (SCCS) managed items, where a demand request cannot be satisfied from either demanding unit or depot stock, SCCS will conduct a search of other unit stockholdings. If stock is located, the stockholding unit selected to make the issue will receive an external issue request (output U51) from MJDI and has a maximum of 5 days to respond. The presumption is that U51 issue requests will be met with a complete issue. Where unit management declines all or part of the request, the U51 is to be annotated with the Reason for Refusal, signed by the Logistics Officer and retained for 12 months. Issues are to be made [in accordance](#) with MJDI external issue procedures.

4. **Nil / Part Issue – Demanding Unit.** If the consignor unit rejects the Issue Request, an output U29 'REFUSAL OF SCC ISSUE REQUEST' will be output at the demanding unit. If the consignor makes an external issue for less than the Issue Order (IO) quantity, then the demanding unit will receive an Output U32 'ADVICE OF ISSUE TO CONSIGNEE'. In both instances processing will, depending on the results of a unit assets and liability check, resurrect the demand and the demanding unit will be advised of the new solution.

5. **Nil / Part Issue – Consignor Unit.** If the consignor unit rejects the issue request, the stock at the original consignor unit will not be considered as a solution for any demand for that item for 5 days. This 'guard' is automatically removed after the 5 days. If the stock has not been used and if the original demand still has no solution the application will start the process again by generating a new issue request.

### AUTOMATED CROSS-SERVICING – SS3 MANAGED ASSETS

6. **Restriction on Use – RN and RAF Customers.** Dues Out for customers in the RN (less 3 Commando Brigade) and RAF may be satisfied by receiving an item through cross-servicing arranged by SS3 from an Army or RM unit. However, due to systems incompatibility, RN (less 3 Commando Brigade) and RAF units will not be requested to issue SS3 managed items to cross-service other units.

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7. **Action by SS3.** The SS3 cross-servicing facility is initiated by receipt of a request for disposal<sup>1</sup> instructions, AF G8621 (see JSP 886 Volume 3, Part 13 (Returns Process)). On receipt of a Request for Disposal Instructions transaction from either a manual AF G8621 or electronic equivalent, SS3 will check for any Dues Out held against the NSN. If there are Dues Out on the system the Request for Disposal Instructions is referred to the respective Provision Clerk for possible cross-servicing action.

8. **Action by Provision Clerk.** If the cross-servicing requirement is confirmed, the Provision Clerk will produce a Cross Service Issue Order (CSIO) in the format at [Annex A](#). Copies will be sent to both the issuing and the receiving units using UNICOM, GLOBAL or hard copy as appropriate.

9. **Action on Receipt of CSIO.** Upon receipt of the CSIO the following action is to be taken:

a. **Issuing Unit.** The issuing unit tasks are:

(1) To issue the item(s) to the nominated receiving unit [in accordance with](#) standard UNICOM / GLOBAL / manual (AF G1033) procedures as appropriate. The authority for issue is to be endorsed with the Cross Service Issue Order Serial Number (CSIO Ser No).

(2) If a GLOBAL Secondary Depot (SD) is required to issue a Planned Repair item that would attract an AF G8883, then a Reason For Demand (RFD) code "E" is to be used; thus preventing the raising of an AF G8883 by SS3.

(3) The issuing unit is responsible for arranging the collection and onward movement of the issued item(s), [in accordance with](#) the appropriate Materiel Handling Timeframe within the Supply Chain Pipeline Time (SCPT) for the respective Standard Priority Code (SPC), as laid down within [JSP 886 Volume 3 Part 1 \(Standard Priority System \(SPS\)\)](#).

(4) If the item / quantity is no longer available, the issuing unit is to contact the receiving unit immediately by telephone, fax, or signal with a notification and explanation of the change.

b. **Receiving Unit.** The receiving unit tasks are:

(1) On receipt of the item(s), the AF G1033 is to be endorsed with unit Receipt Voucher (RV) details and a copy forwarded to the issuing unit. If the receiving unit does not receive the item within the timeframe set out in [JSP 886 Volume 3 Part 1](#), it is to hasten the issuing unit. If an unsatisfactory response, or no response, is received from the issuing unit, the receiving unit is to contact its formation HQ Log Sp staff.

(2) In the event of a discrepant receipt, the receiving unit is to raise a Discrepancy Report (DR) (MOD Form 445) against the issuing unit. The receiving unit is then to resubmit the demand, at a higher priority if the urgency of need dictates, informing formation HQ Log staff as necessary. The receiving unit may be instructed to return the item to the issuing unit.

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<sup>1</sup> Disposal here means a return activity, rather than a Disposal Services Authority sales or disposal activity.

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(3) In the case of the receipt of an item subject to Planned Repair that the receiving unit is not satisfied with, the receiving unit is to either:

(a) **Return the Item.** If the item is returned to the issuing unit then, after the resubmission of the demand, the original AF G8883 received is to be returned to the Provision Section with the “If Item(s) No Longer Available” Box completed with the CSIO details. The AF G8883 resulting from the re-demand is to be used to return the original carcass.

or

(b) **Retain the Item.** If the item is retained (not returned to the issuing unit), then both resultant AF G8883s are to be used, one to return the original carcass and the other to return the unsatisfactory repairable, providing it is of the same NSN. Any problem with the management of the AF G8883 is to be directed to the Provision Clerk indicated on the voucher.

(4) To note the actions contained in this CSIO will cause a Supply Response (MOD Form 457) to be forwarded to the unit stating that the demand has been satisfied fully or partially by cross-servicing.

(5) If notified by the issuing unit of non-availability, the unit is to raise a new demand immediately.

10. **Material Not Covered by These Instructions.** The following will not be considered for the automated SS3 Cross-Servicing detailed in this instruction:

- a. Material Condition E0 (repairable, unspecified) stock.
- b. Accommodation Stores items.
- c. Non-codified items.
- d. Certain items of Individual Protective Equipment (IPE).
- e. Operational Ration Packs (ORP).
- f. Certain Medical items.
- g. Items covered by STOROB procedures (See [Chapter 4](#)).

11. **Customer Support.** Any questions on the operation of the automated SS3 Cross-Servicing system are to be directed to the **Defence Storage and Distribution Agency Ops Centre Customer Help Desk**. Tel: Bicester Mil (9)4240 Ext 2052, Civil 01869 256052).

### MANUAL PROCEDURES

12. The transfer of stock may be arranged at any time between formations within a single command grouping by the responsible command / formation HQ. Within the Air environment, the transfer of items either to amend unit stock levels or to meet need events may also be directed by the PT, Integrated Logistics Operations Centre (ILOC) or equivalent authority. The issuing authority is to notify the terms and conditions of the

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issue, which is to be actioned by the issuing unit in accordance with the issue procedures contained in JSP 886 Volume 4 Part 8.

13. **Consignment Tracking (CT).** The issuing unit is to ensure that all items being issued from the UK to overseas / operational theatres are recorded on VITAL IN ACCORDANCE WITH JSP 886 Volume 3 Part 7 – Consignment Tracking prior to being dispatched to an SPOE or an APOE. For Army users, this can be carried out at a RLC Regt or at a Stores Troop / Sect supporting a REME Bn / Regtl Wksp or at the Purple Gate – Integrated Provider Group (IPG)-DSDA Bicester Traffic.

### **TRANSFER BETWEEN SHIPS**

14. The procedures for the transfer of spares between HM Ships (excluding Air Stores) are detailed in [Chapter 4 - STOROB](#).

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## ANNEX A - CROSS SERVICE ISSUE ORDER

(Introduced at [Paragraph 8](#))

PSH	CROSS SERVICE ISSUE ORDER	DATE XX XX XX
ISSUING UNIT NAME AND ADDRESS: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX UIN XXXXXX	RECEIVING UNIT NAME AND ADDRESS: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX UIN XXXXXX	PAGE XXXXX
DATE XXXXXX	PRIORITY XX	
AF G8621 SER NO XXXXXX	DEMAND NUMBER XXXX	
MATCON XX	LINE NO XX	
DMC XXXXXX	DATE XXXXXX	
NSN XXXX XX XXX XXXX QTY ISSUED XXXXXX	SOC / SEC XXXX THEATRE CODE X	
ITEM NAME XXXXXXXXXXXXXXXXXXXXXXX XXXX	SPECIAL INSTRUCTIONS	
D OF Q XX	XX	
HAZ CODE XXX		

THIS ISSUE ORDER IS TO BE ACTIONED IN ACCORDANCE WITH THE INSTRUCTIONS CONTAINED IN JSP 886 Volume 4 Part 8.

1. ISSUING UNIT IS TO ISSUE THE ITEMS USING AN AF G1033 OR IF A GLOBAL UNIT USING AN AF G8614.
2. THE STORES AND VOUCHERS ARE TO BE CLEARLY MARKED WITH THE RESPECTIVE SPC.
3. THE ISSUING UNIT IS RESPONSIBLE FOR ARRANGING THE DELIVERY / BACKLOADING OF THE ITEM IN ACCORDANCE WITH EXTANT THEATRE INSTRUCTIONS.

## CHAPTER 3 - CANNIBALISATION

### INTRODUCTION

1. **Definition.** Cannibalisation is defined in the JSP 886 Volume 1 Part 1A – The Glossary as the “The removal of serviceable assemblies, sub-assemblies or components from a repairable or serviceable item of equipment in order to install them on another”. A key element of the cannibalisation process is the intention to restore the donor equipment to serviceability in due course. In addition, although [outside](#) this definition, the term ‘Cannibalisation’ is also applied to the temporary removal of items from designated spares packs, Priming Equipment Packs (PEPs) etc, in support of operational tasks.
2. **Scope.** This Chapter details the supply chain input to the cannibalisation process.
3. **Authority.** The authorisation and management of the cannibalisation process is primarily an engineering led activity. Therefore the technical instructions / authorities detailed in Paragraphs 4 – 7 below take precedence.
4. **Authority in Operational Theatres.** In operational theatres, if cannibalisation will either render a battle winning asset unserviceable or prolong the recovery period for an already unserviceable equipment, the decision must be endorsed by the local commander.
5. **Aircraft and Aircraft Related Components.** The governing policy and procedures for cannibalisation of aircraft and aircraft related components are contained in MAP-01 - Manual of Maintenance and Airworthiness Processes - [Chapter 6.11](#)
6. **Land Units.** [The governing policy and procedures for Expedient Maintenance of Land Environment equipment and components within UK Land Forces are contained in AESP 0200-A-094-013 - Land Systems Expedient Maintenance. This document is available on Tech Docs On-Line \(TDOL\).](#)
7. **Airfield Support Vehicles.** Where cannibalisation activity will reduce the availability of airfield support vehicles and equipment, clearance should be sought from HQ Air Command, SO2 A4 Vehicle and Support Equipment (Fleet Management) (HQ Air SO2 A4 V&SE (Flt Man)).
8. **Maritime.** For cannibalisation of maritime equipment and related components from HM Ships, see [Chapter 4 - STOROB](#).
9. **Joint Supply Chain (JSC) Activity.** Supply involvement in the cannibalisation process is restricted to:
  - a. Accounting for items removed by cannibalisation.
  - b. Managing the demand process to ensure replacement items are supplied to enable the recovery of the cannibalised equipment or major assembly.
  - c. The temporary removal of items from designated spares packs, PEPs, etc.

### SUPPLY ACCOUNTING RESPONSIBILITIES DURING CANNIBALISATION

10. **Supply Accounting.** Supply accounting action in the event of cannibalisation is required as follows:

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- a. **Transfer between Equipments on the Same Unit Account.** Where cannibalisation is undertaken to support equipments within the same accounting unit, no supply action will normally be required to transfer the item. However, main equipment inventories, equipment schedules, etc are to be updated as appropriate.
- b. **Transfer Between Accounts.** Where the donor and receiving equipment / assembly are held by separate accounting units, the cannibalised item is to be brought to account at the donating unit and issued to the receiving unit account as per the transfer of serviceable items from stock in accordance with JSP 886 Volume 4 Part 8 and associated linked publications.
- c. **Replacement Demands.** A key element of the Cannibalisation process is the subsequent restoration of the donor equipment to serviceability. Once cannibalisation is complete, the Logistics Officer should ensure that demands are in place to enable the recovery of the donor equipment, and that any outstanding demands satisfied by the cannibalisation are either cancelled or transferred to the donor equipment.

### **PEPS**

11. **Land PEPs.** For the cannibalisation of items from Land PEPs, see JSP 886 Volume 3 Part 12 – Deployable Stocks.
12. **Air PEPs.** HQ Air PEP policy and procedures are detailed in the AP100C 75 Part 3 Chapter 14.

### **MARITIME**

13. Cannibalisation of HM Ships and submarines is managed under the STOROB procedure detailed at [Chapter 4](#) to these instructions.

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## **CHAPTER 4 - STOROB**

### **INTRODUCTION**

1. When all normal sources of supply have failed, it is occasionally necessary to remove materiel from one unit to satisfy the priority needs of another unit. The donor unit can be any of the following:

- a. A ship or submarine which is operational.
- b. A ship or submarine in UPKEEP period.
- c. A ship or submarine under construction.
- d. A shore or training establishment.
- e. A ship waiting for disposal.

2. This process is known as Stores Robbery (STOROB). A STOROB can be either the transfer from donor unit's stock or the robbery of items or equipments fitted to the unit. These two similar, but different, types of STOROB can be identified by demanding replacement materiel using different Reason For Demand codes (RFD) IN ACCORDANCE WITH JSP 886 Volume 3 Part 1 Section 5 Appendix 12 to Annex A 'The Standard Priority System' (SPS).

3. This instruction sets out a series of principles to ensure that the correct decision making processes are followed before STOROB<sup>2</sup> initiation. In setting out the responsibilities for consultation, negotiation and reporting of STOROBs, it also takes into account the division of whole ship life into Fleet Time and Upkeep Time. Above all, it must be borne in mind that STOROB is a last resort method of equipment / materiel supply, to be implemented only when all other sources have been exhausted. It is to be remembered that STOROB action is always subject to consultation and negotiation with appropriate authorities as described in this instruction. STOROB action is not to take place without official sanction.

### **CRITERIA TO BE MET PRIOR TO STOROB**

4. A request for robbery action is only to be made when all the following criteria have been met:

- a. The ship or submarine has a requirement for materiel (usually OPDEF-related but not exclusively) and has submitted a high priority demand.
- b. The materiel is not available and the MOD supply authority (usually DE&S PT Inventory Manager) has investigated all other practicable means of satisfying the requirement.
- c. The MOD supply authority has advised the demanding unit of the non-availability of the materiel, that no alternative materiel or alternative source of supply

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<sup>2</sup> The Fleet Operations Maintenance Officer (FOMO) at CINCFLEET Northwood or Submarine Base Port staffs may issue a self-generated STOROB approval signal when already aware of non-availability and unacceptable dues forecast for known commitments.

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will satisfy the requirement. The MOD supply authority is to provide this information by signal using the format in JSP 886 Volume 3 Part 1 Section 5 Appendix 4 to Annex A 'The Standard Priority System (SPS)'.

d. The demanding unit<sup>3</sup> considers the operational requirement is likely to be compromised as a result of the non-availability of the materiel and a SSR has been raised. The SSR is to be serial numbered and contain details of the original demand, supply responses, the impact of non-availability, and will be used to facilitate the Platform PT (PPT) or Equipment PT (EPT) investigation into materiel availability.

Once the above criteria have been met, the demanding unit is to request STOROB action using the format detailed at [Annex A](#)<sup>4</sup>.

### UNITS IN UPKEEP OR NEW BUILD

5. As described in the introduction, Fleet Operations Maintenance Officer (FOMO) has authority to STOROB materiel from a unit in UPKEEP. FOMO will, in all such cases, liaise with the Project Contract Manager (PCM) responsible for the donor unit.

6. There will be occasions when STOROB activity arises when both the donor and recipient units are in UPKEEP resulting in inter-UPKEEP STOROB action. PCMs are to ensure that all demand sourcing investigations have been fully documented and recorded. Should the release of required materiel be disputed, PPTs and / or EPTs will arbitrate as appropriate.

7. PCMs are responsible for recording all STOROB action during the UPKEEP period, for taking action to replace donated materiel and for recording receipt of the replacement.

### CATEGORIES OF STOROBS

8. There are three categories of STOROB:

- a. **CAT 1.** STOROB where the item is stocked by DE&S but is not available when required.
- b. **CAT 2.** STOROB involving project-type equipment not stocked by DE&S.
- c. **CAT 3.** STOROB where DE&S stock is available for issue but the delivery lead time is unacceptable to the demanding unit.

### AUTHORITY

9. **Action on Receipt of a STOROB Request.** On receipt of a STOROB request, action is to be pursued:

- a. For HM Ships (Major and Minor vessels) in Fleet time - by FOMO.
- b. For HM Submarines in Fleet time - by the submarine Base Port staff and after

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<sup>3</sup> Units in extended readiness are to be considered as in Fleet time.

<sup>4</sup> There are occasions when ships will be deployed as part of a Task Group. In such circumstances the Task Group will invariably implement Materiel Control Officer (MATCONOFF) procedures. Materiel requirements satisfied by this method of alternative supply are detailed in Classified Book 2002 and are not to be regarded as STOROBS.

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consultation, if necessary, with FOMO(SM).

- c. For units in UPKEEP – by the Project Contract Manager (PCM).
- d. For Sub-Surface Ballistic Nuclear (SSBN) submarines only - STOROB procedures for Strategic Weapon Systems Equipments are covered in T2600, which is sponsored by Strategy Systems Logistics Co-ordinator (SSLC).
- e. For units awaiting disposal – by the IPG-DSA.

10. **Approving Authority Considerations.** It will be necessary for the approving authority to decide whether the requirement:

a. Is to remain outstanding until the item becomes available in the normal course of events and that the penalties involved are acceptable or either:

(1) Can be met by either the Superintendent Fleet Maintenance (SFM) or contractor repair of the defective item within an acceptable timescale.

or

(2) Is of sufficient operational importance to justify robbery action.

b. When initiative is taken by FOMO or Base Port Staff as a result of monitoring MATDEM responses, they are to advise the demanding unit by signal to initiate STOROB action, that STOROB action has been initiated or state that alternative sources of supply are being investigated and by whom.

c. Where a penalty to the programme of the donor unit would result from the removal of the materiel, acceptance of that penalty and its cost must be considered and acknowledged by the approving authority.

11. **Agreement to the STOROB Process.** Before a STOROB proposal is implemented agreement, by signal, is required as detailed below.

a. Removals from HM Surface Ships under construction:

(1) The agreement of the DE&S PT Manager as necessary, using relevant SICs as appropriate to the equipment.

b. Removals from HM Surface Ships in UPKEEP, of an item or part of equipment, which is not first fit:

(1) The agreement of the DE&S PT Manager and local SFM, using SICs as appropriate to equipment. SFM will act on behalf of DE&S in negotiating and approving all removals.

c. Removals from HM Surface Ships in UPKEEP when the requirement involves removal of an item or part of equipment which is a first fit in the Ship and Sea Acceptance Trials have not been completed:

(1) The agreement of DE&S BATH, using SICs as appropriate to equipment, or DE&S PT Manager using the relevant SIC. Local SFM and FOMO to be informed.

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- d. Removals from HM Surface Ships on the Disposal List (Defence Sales / Commercial):
  - (1) The agreement of DE&S BATH, IPG-DSA, SFM and Disposal and Reserve Ships Organisation (DRSO) using SIC OAB and relevant SICs to equipment.
- e. Removals from HM Submarines in another Squadron:
  - (1) The agreement of CINCFLEET FOMO (SM), Base Port staff, info DE&S BATH, using relevant SICs.
- f. Removals from HM Submarines in UPKEEP, Revalidation Assessment Maintenance Period (RAMP) or Limited Assisted Maintenance Period (LAMP):
  - (1) The agreement of the PT, DE&S BATH, using relevant SICs, Info local SFM.
- g. Removals from HM Submarines under construction<sup>5</sup>:
  - (1) The agreement of the PT, DE&S BATH, using relevant SICs.
- h. Removals from HM Submarines on the Disposal List:
  - (1) Signals to be addressed to MODUK NAVY, Info local SFM, using relevant SICs.

12. **Warship Platform Manager.** The unit's class Warship Platform Manager in the DG Ships Cluster for ships or Director In-Service Submarines (within DG Submarines Cluster) for submarines will be kept informed of all STOROB actions for vessels in Fleet and / or UPKEEP time and is to be included as an Information Addressee on STOROB approval signals.

13. **Out of Hours Cover.** FOMO / FOMO (SM) have authority to grant Out of Hours Cover to commit DE&S resources as necessary to initiate STOROB.

14. **STOROB Approval Signal.** When the required item has been located and any necessary prior approval has been obtained, a STOROB approval signal in the format shown at [Annex B](#) is to be initiated by, or as directed by, FOMO / FOMO (SM), the submarine Base Port staff, or by the SFM PCM and the IPG-DSA as appropriate. This signal may be retrospective to confirm verbal agreements.

### TESTING OF ROBBED ITEMS

15. So far as is practicable, the ship, submarine or authority supplying the item should arrange for STOROB items to be tested for serviceability before despatch.

### SUBSEQUENT ACTION

16. There are five scenarios in which it is envisaged STOROBs will be approved. Each will have its own separate procedure and accounting requirements. These specific

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<sup>5</sup> For Submarine Production IPT at BARROW, the Signals Messaging Address is ASM BARROW.

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procedures are detailed in Paragraphs 17 to 28 below. [Annexes C to H](#) provide supporting process flow charts as reflected in the following table:

**Table 1**

Donor Unit	Demanding Units	
	RN Authority	Vessel in UPKEEP
RN Authority	Paragraph 17 and Annex C	Paragraph 22 and Annex E
Vessel in UPKEEP	Paragraph 19 and Annex D	Paragraph 24 and Annex F
New Construction	Paragraph 26 and Annex G	Paragraph 26 and Annex G
Disposal	Paragraph 29 and Annex H	Paragraph 29 and Annex H

### RN Authority<sup>6</sup> to RN Authority (see [Annex C](#))

17. The Ship, submarine or the authority donating the materiel is to:
  - a. Raise the appropriate documentation<sup>7</sup> for the transfer of the item to the receiving unit and action the stores account as necessary.
  - b. Arrange appropriate mode of transport (utilising Joint Supply Chain assets wherever possible).
  - c. Demand replacement for the item transferred using the appropriate Reason For Demand Code and Standard Priority Code in accordance with the SPS at JSP 886 Volume 3 Part 1.
  - d. Record all STOROB activity (to include when robbed materiel is replaced) in a log maintained by the Logistics Officer.
  - e. Raise an SSR to include details of the STOROB serial number, demand details and the impact of donating the materiel.
18. The receiving unit is to take the following action when the materiel has been received, tested and installed / fitted on board:
  - a. Cancel the outstanding demand.
  - b. Return the defective materiel as soon as possible, complete with appropriate documentation, to the nearest Naval Base Returns Store or as advised by the DE&S IPT Inventory Manager.
  - c. Action the stores account as necessary.

<sup>6</sup> The expression 'RN Authority' used in subsequent Paragraphs and Annexes C to G is to be taken to include HM Ships, Submarines and Naval Shore Establishments.

<sup>7</sup> All documentation is to include the authority to transfer and be cross referred.

## **INTERNET VERSION – MASTER IS ON THE DEFENCE INTRANET**

### **Ship or Submarine in UPKEEP to a RN Authority (see [Annex D](#))**

19. The Superintendent Ships responsible for the unit donating the materiel is to:
  - a. Negotiate as necessary with the Commercial Refitting Authority to physically transfer the materiel, suitably packaged as directed by DE&S, using an appropriate mode of transport.
  - b. Raise appropriate documentation, RN Form D83 (or MOD Form 650 for commercially operated Dockyard) to return, "Accounting Purposes Only", the item to DE&S charge. Vouchers are to be marked with details of STOROB transaction.
  - c. Further negotiate with commercial authorities the method of replacement for the item transferred. The method of demand action will be dependent upon Ministry Supplied Materiel (MSM) or Contractor Supplied Materiel (CSM) status.
20. The receiving unit is to take identical action as detailed in [Paragraph 18](#) above.
21. The Naval Base Returns Store, on receipt of materiel, is to:
  - a. Process the return together with the corresponding outstanding issue to the relevant service as an on / off transaction.
  - b. Ensure that the returned item is processed as quickly as possible to enable priority repair action to be taken.

### **RN Authority to a Ship or Submarine in UPKEEP (see [Annex E](#))**

22. The donor authority is to:
  - a. Arrange appropriate mode of transport (utilising Joint Supply Chain procedures wherever possible) ensuring that package is marked as advised with appropriate Project and Order Numbers.
  - b. Raise appropriate documentation to return, "Accounting Purposes Only", the item to DE&S charge, clearly marked with details of the STOROB transaction. For Ships in contractor refit, vouchers are to be marked FAO the Naval Base, Shipyard Liaison Group. Any vouchers relating to MSM items should then be passed to the DE&S Superintendent Fleet Maintenance (SFM) Section.
  - c. Demand replacement for the donated materiel using the appropriate priority code in accordance with the SPS. All vouchers are to include the authority for transfer.
  - d. Raise a Stores Shortage Report (SSR) to include details of the STOROB serial number, demand details and the impact of donating the materiel. This document will facilitate PPT / EPT investigation into the lack of available materiel.
23. Naval Base, on receipt of return voucher, is to process the return, together with the corresponding outstanding issue, to the Refitting Authority, as an on / off transaction.

## **INTERNET VERSION – MASTER IS ON THE DEFENCE INTRANET**

### **STOROB between Ships or Submarines in UPKEEP (see [Annex F](#))**

24. The PCM / SFM responsible for the Ship or Submarine supplying the item is to make arrangements to:

- a. Negotiate as necessary with the Commercial Refitting Authority to physically transfer the item suitably protected for transportation as directed by DE&S.
- b. Raise appropriate vouchers, RN Form D83 (MOD Form 650 for commercially operated Dockyards) to return, "Accounting Purposes Only", the item to Naval Base charge. For Ships in Contractor Refit, vouchers are to be marked FAO - Local Dockyard Liaison Group with details of STOROB transaction.
- c. Further negotiate with Commercial Authorities the method of replacement for the item transferred. The method of order will be dependent upon Ministry Supplied Materiel (MSM) or Contractor Supplied Materiel (CSM) status.

25. Naval Base, on receipt of return voucher, is to process the transaction, together with the outstanding issue, to the Refitting Authority as an on / off transaction.

### **Ship or Submarine under Construction to an RN Authority or Vessel in UPKEEP (see [Annex G](#))**

26. The supply authority, as directed by MOD Navy and having negotiated with the PCM, is to:

- a. Physically transfer the item, suitably marked and packaged.
- b. Raise appropriate vouchers (MOD Form 650) to return, "Accounting Purposes Only", the item to Naval Base charge. Vouchers are to be addressed to the appropriate SFM Section and marked with details of the STOROB transaction.
- c. Ensure that a replacement item has been arranged.

27. The RN or UPKEEP Authority receiving the item is to return the defective item immediately, complete with appropriate documentation, to the nearest Naval Base, or, as advised by the DE&S Inventory Manager.

28. The Naval Base, on receipt of the return voucher, is to process the return, together with the corresponding issue, to the relevant service, as an on / off transaction.

### **Ship Awaiting Disposal to an RN Authority (see [Annex H](#))**

29. The IPG-DSA responsible for DRISO supplying the item is to make arrangements to:

- a. Discuss with the equipment PT the supply of a replacement item for the donor ship to support defence sales initiatives.
- b. Ships that are on the Commercial List DRISO will endeavour to remove the item from the donor ship.
- c. Access to Disposal vessels will be in accordance with DRISO safety and operating orders. Any removal costs incurred will fall to the requesting authority.

## **INTERNET VERSION – MASTER IS ON THE DEFENCE INTRANET**

- d. DRSO will record the removal and transfer of the item using local procedures and forms with their current ISO 9001 process.

### **RECORDS**

30. FOMO / FOMO(SM) and SFM Project Contract Managers are to maintain for management information purposes, records of all STOROB transactions affecting the units in their charge. At the end of each month, this management information will be forward to all stakeholders including DE&S BATH and the Performance Management cell at DSCOM. This management information is to include:

- a. DTG of STOROB Approval DTG.
- b. Receiving Unit.
- c. Donor Unit.
- d. Stock Number.
- e. Description.
- f. Main Equipment.

Nil returns are required.

31. For Ships and Submarines in UPKEEP, the PCM is to ensure STOROB In / Out Logs are maintained and are to record those items which have been removed from the unit by STOROB action, together with details of re-demand and re-supply actions. Additionally, for Submarines, where STOROB action involves Management Codes for stores items which are Quality Assured (QA), the relevant QA documentation is to be forwarded to the Parent Squadron QA cell for appropriate action via correction of Quality Assurance Records.

### **AIR STORES**

Aircraft On Ground (AOG) and other High Priority demands for Air Stores components are to be transmitted by MATDEM signal to the parent Typed Air Station (TAS). In the event of materiel not being available the TAS will investigate Alternative Sources of Supply (ASOS). Should cannibalisation of parts from other Aircraft and uninstalled Aircraft Equipment be the solution, the TAS will undertake cannibalisation procedures detailed in MAP-01 - Manual of Maintenance and Airworthiness Processes - Chapter 6.11.

# INTERNET VERSION – MASTER IS ON THE DEFENCE INTRANET

## ANNEX A - FORMAT OF STOROB REQUEST SIGNAL

(Introduced at [Paragraph 4](#))

From: Unit / Authority requiring item

To: CINCFLEET (for Fleet Time Surface Ships / SMs)  
SUBMARINE BASE PORT (for Fleet Time SMs)

or

Relevant SFM (for Units in UPKEEP)

Info: Addressees of original MATDEM signal  
Base Port NBC  
CINCFLEET PORTSMOUTH (for SMs and MM / PP Ships)  
DES BATH

SICs: From original MATDEM and OPDEF (see Note 2)

DES BATH (FAO relevant Inventory Manager)  
REQUEST STOROB (JSP886 Volume 4 Part \*)

- A. (1) MATDEM DTG  
(2) Demand Serial Number  
(3) STOROB Request serial number.
- B. Unit's OPDEF serial number and category.
- C. NA / Dues Forecast signal reference and Stores Shortage Report details.
- D. Full stock number / Full description / Denomination of Quantity / Quantity / Accounting classification.
- E. Lack of Item (LOI) - Operational penalties if not supplied. (NB: Review level of protective marking).
- F. Other remarks eg revised delivery date and despatch instructions.
- G. STOROB Category (1, 2 or 3).

## **ANNEX B - FORMAT OF STOROB APPROVAL SIGNAL**

(Introduced at [Paragraph 14](#))

**From:** CINCFLEET (for Fleet time Surface Ships / SMs)  
RELEVANT SFM (for Units in UPKEEP)

**To:** RN AUTHORITY SUPPLYING ITEM (e.g. Donor Unit)  
AUTHORITIES REMOVING / TRANSPORTING / PACKING ITEM  
RN AUTHORITY REQUIRING ITEM

**Info:** ACTION and INFO addressees of original MATDEM  
NBC of Base Port(s)  
CINCFLEET PORTSMOUTH (for SMs and MM / PP Ships)  
DES BATH

**SICs:** From original MATDEM, OPDEF and STOROB request signals

DE&S BATH (FAO relevant Inventory Manager)

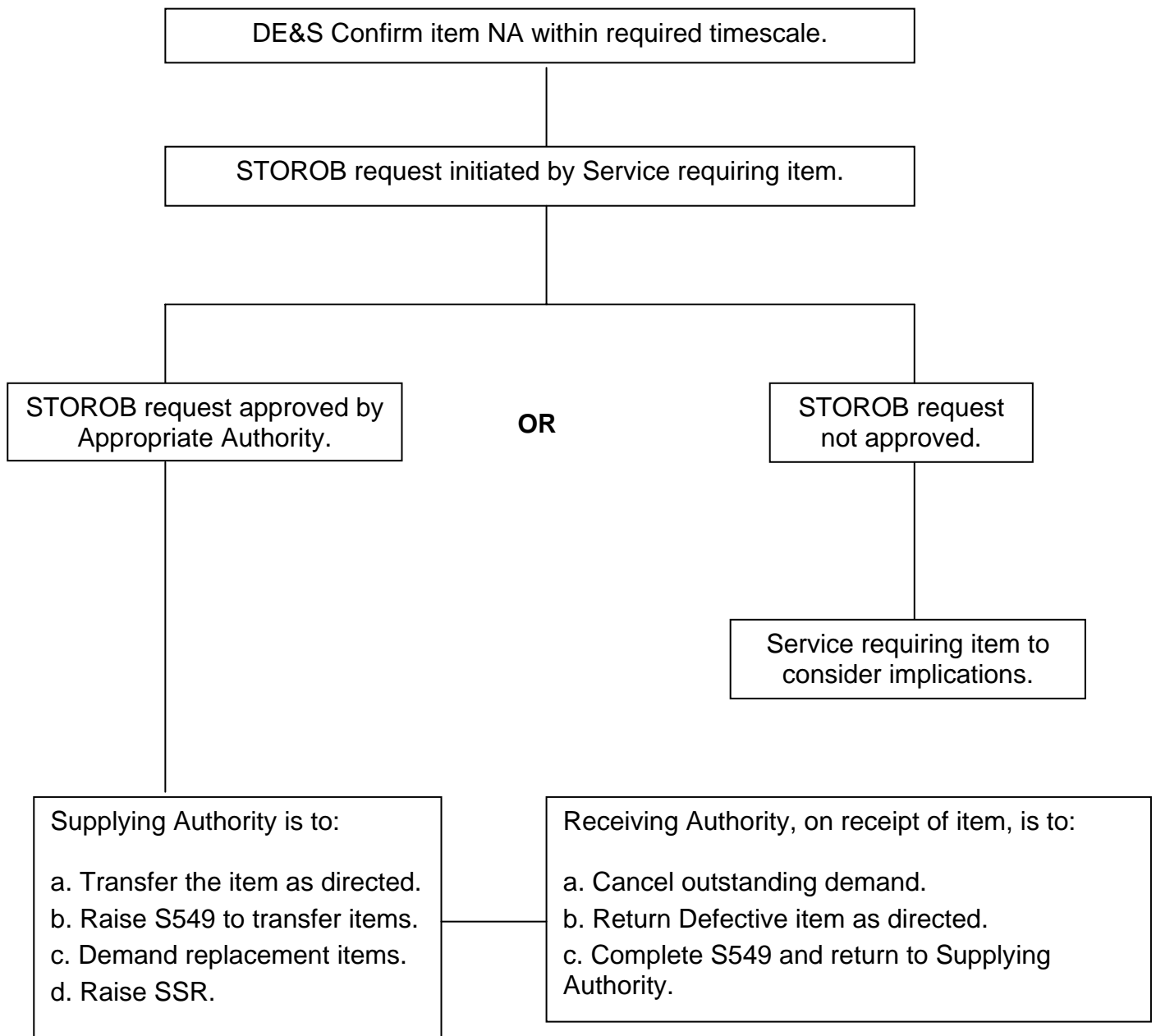
STOROB APPROVED (JSP 886 Volume 4 Part \*)

- A. Stock Number / Description / D of Q / Quantity / Accounting Classification.
- B. Main Equipment.
- C. Unit's OPDEF serial number and category.
- D. MATDEM DTG / DSN / STOROB Ser No.
- E. Removal instructions (if any) and Transportation instructions.
- F. Demand cancellation and Demand submission instructions.
- G. Request DES BATH for (Relevant IM tally) notify return instructions for defective item (where applicable).
- H. Other remarks, eg Confirmation of receipt for the STOROB Item.
- I. STOROB Category (1, 2 or 3).

# INTERNET VERSION – MASTER IS ON THE DEFENCE INTRANET

## ANNEX C - RN AUTHORITY TO RN AUTHORITY

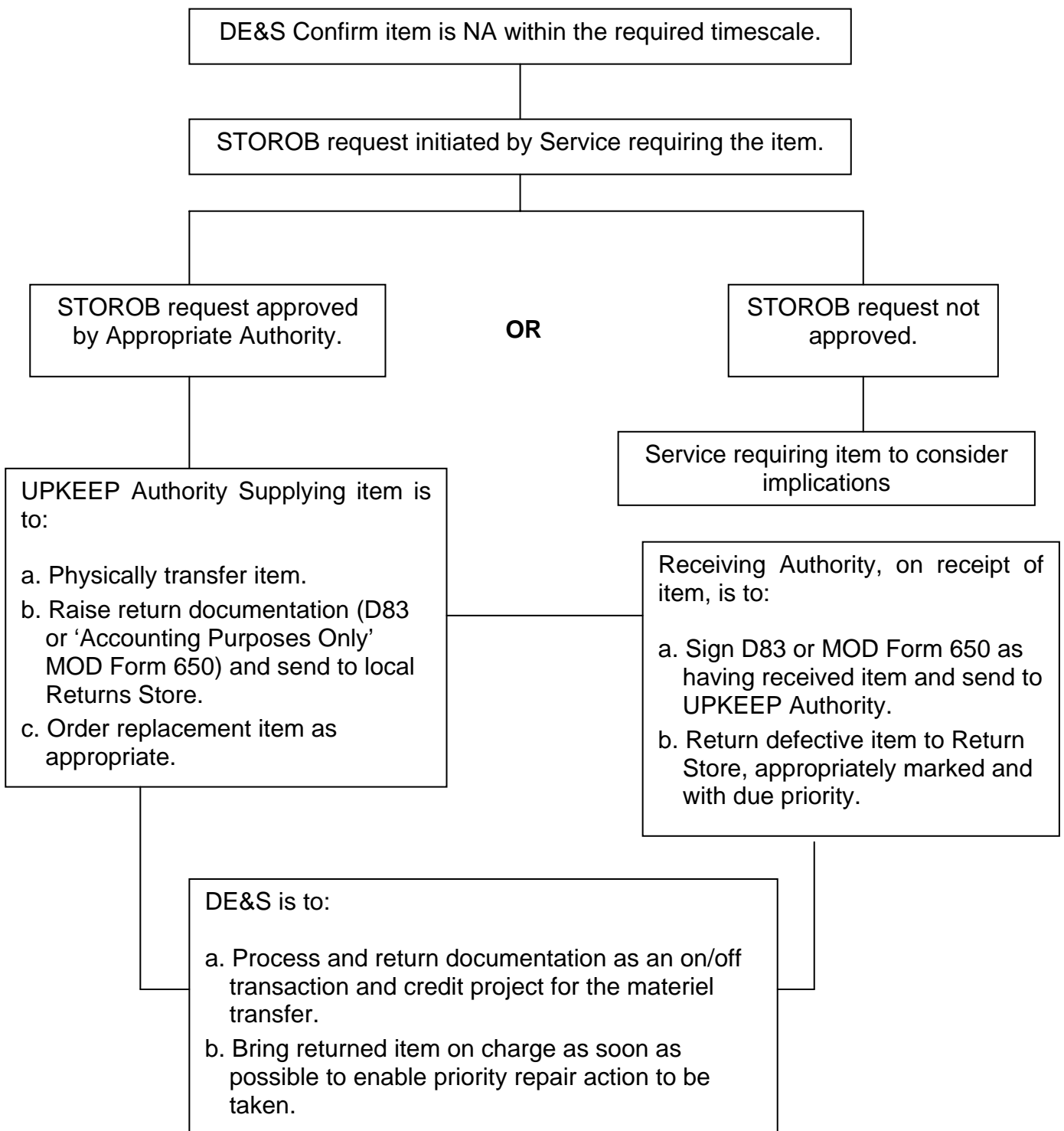
(Introduced at [Paragraph 17](#))



# INTERNET VERSION – MASTER IS ON THE DEFENCE INTRANET

## ANNEX D - SHIP OR SUBMARINE IN UPKEEP TO A RN AUTHORITY

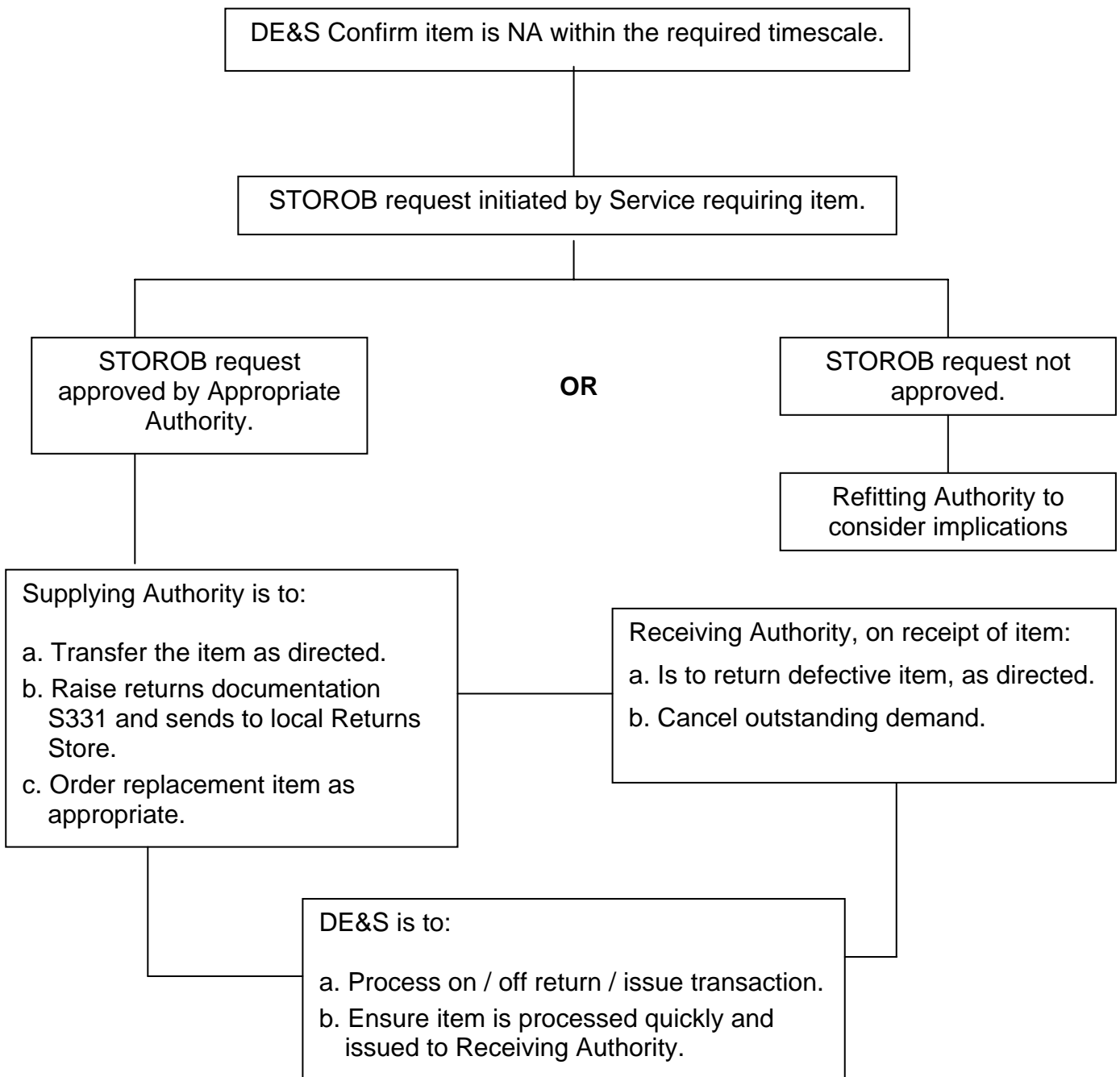
(Introduced at [Paragraph 19](#))



# INTERNET VERSION – MASTER IS ON THE DEFENCE INTRANET

## ANNEX E - RN AUTHORITY TO SHIP OR SUBMARINE IN UPKEEP

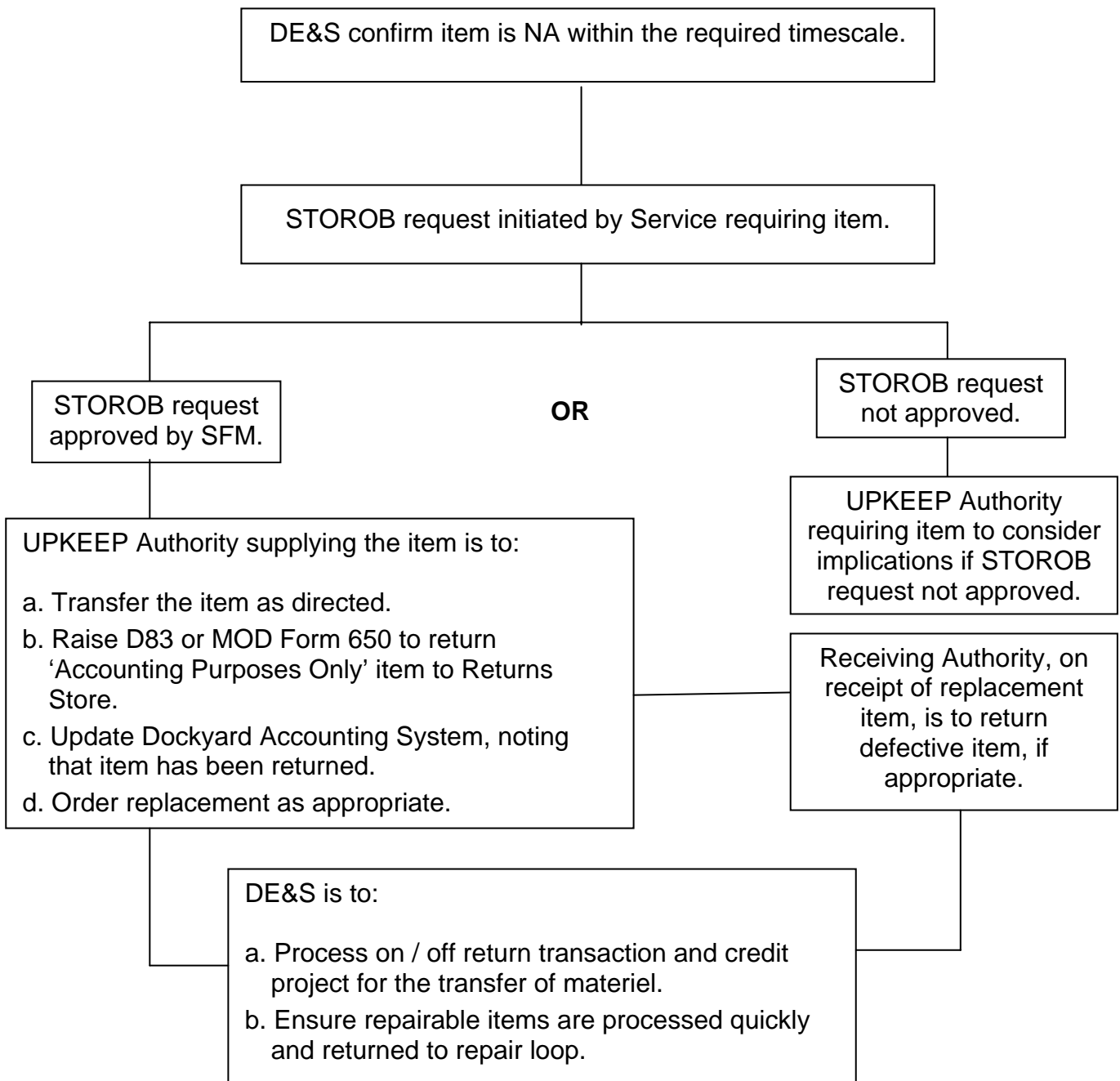
(Introduced at [Paragraph 22](#))



# INTERNET VERSION – MASTER IS ON THE DEFENCE INTRANET

## ANNEX F – STOROB BETWEEN SHIPS / SUBMARINES IN UPKEEP

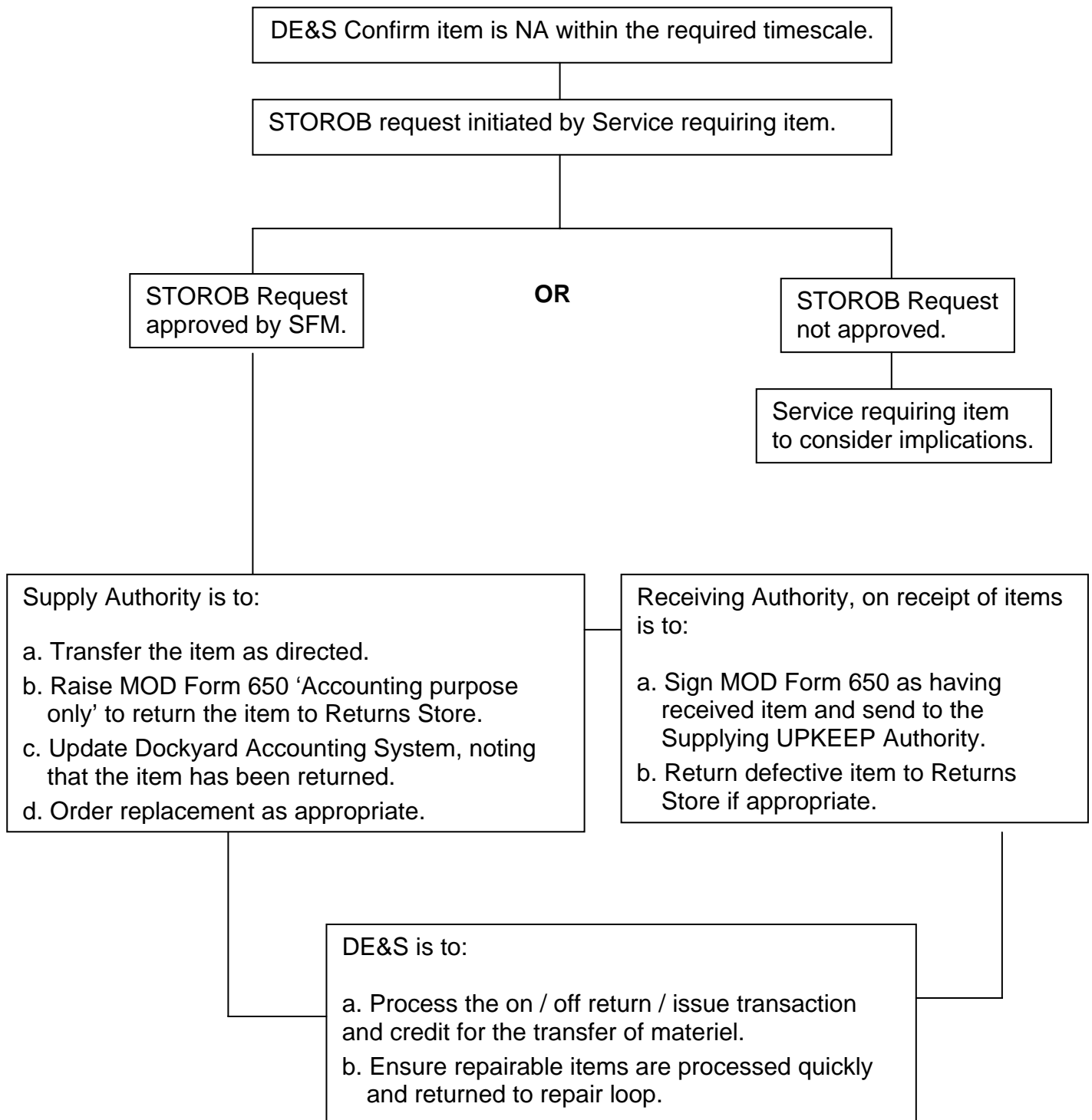
(Introduced at [Paragraph 24](#))



# INTERNET VERSION – MASTER IS ON THE DEFENCE INTRANET

## ANNEX G - SHIP OR SUBMARINE UNDER CONSTRUCTION TO AN RN AUTHORITY OR VESSEL IN UPKEEP

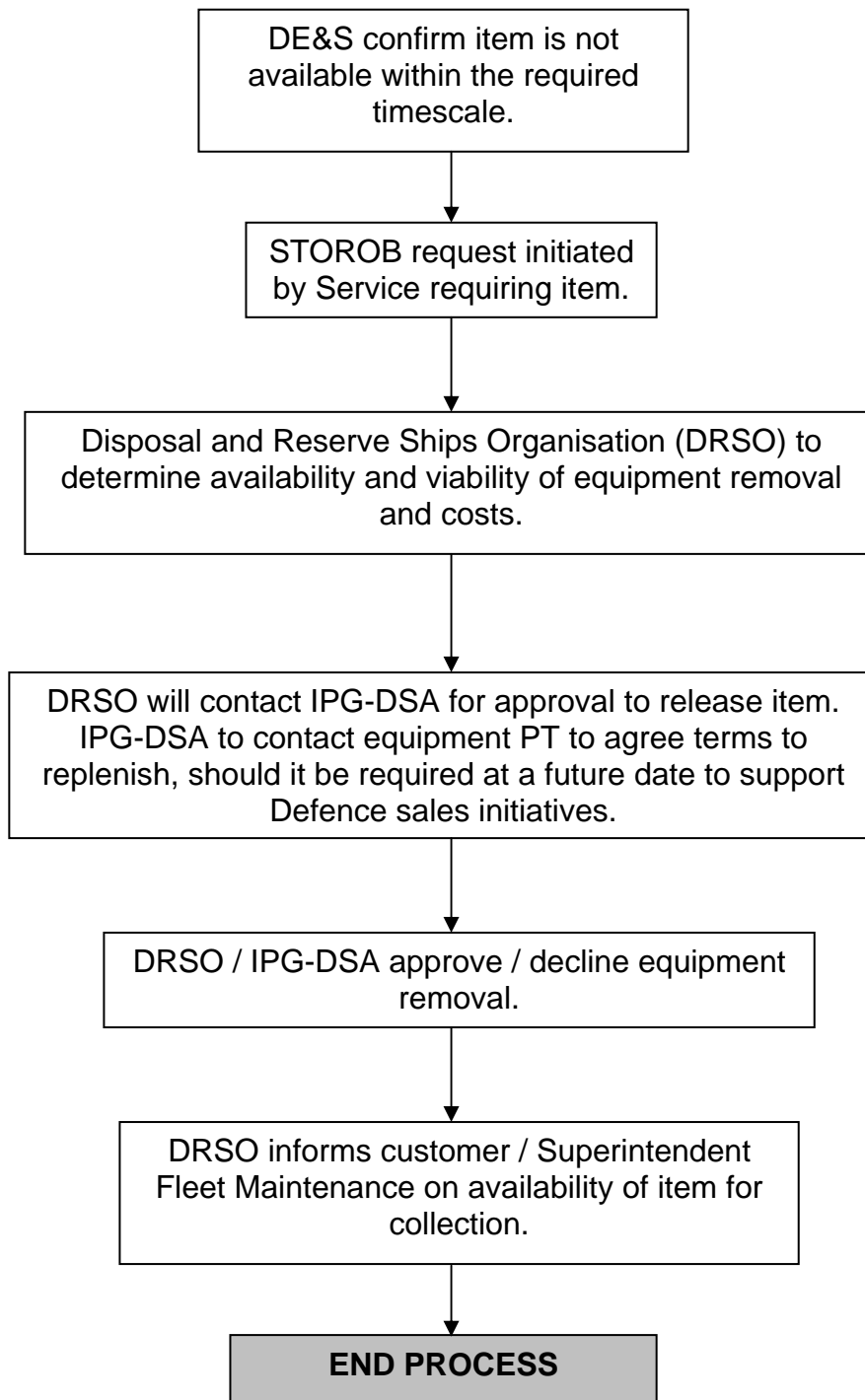
(Introduced at [Paragraph 26](#))



# INTERNET VERSION – MASTER IS ON THE DEFENCE INTRANET

## ANNEX H - SHIP AWAITING DISPOSAL

(Introduced at [Paragraph 29](#))



## CHAPTER 5 – RECLAMATION - GENERAL INSTRUCTIONS

### INTRODUCTION

1. **Background.** Reclamation can provide a valuable and cost-effective source of supply, particularly where a main equipment or major assembly (eg vehicle or aircraft) is damaged beyond economic repair or, especially for older equipment, where the reclamation of items from life-expired or otherwise withdrawn major equipments may be the only realistic source of spares for which manufacturing facilities no longer exist. Reclamation (also referred to as 'salvage' or 'spares recovery') differs from cannibalisation ([Chapter 3](#)) in that where reclamation is undertaken there is no intention subsequently to recover the donor equipment to a serviceable condition.
2. **Scope.** The scope of this instruction is limited to the reclamation of spares and sub-assemblies from equipment which is to be disposed of as scrap or otherwise incomplete or not in a fully serviceable condition.
3. **Definition.** Reclamation is the process whereby a component, spare or sub-assembly is recovered from equipment declared surplus, worn or scrap and restored to a condition which renders it fit for further use.
4. **Reclamation Tasking.** Reclamation tasking can be undertaken either on a programme or ad hoc basis.
5. **Safety.** To ensure adequate quality control, all reclaimed spares are to be carefully controlled. Appropriately qualified personnel are to be involved in assessing the condition of the reclaimed components. Where a reclamation programme recovers safety-critical items it is essential that duly authorised technical authorities are available to provide the required safety certification.

### PROGRAMME RECLAMATION

6. Programmed reclamation is a pre-planned activity where the responsible PT authorises the reclamation of a specified list of components, sub assemblies, spares, etc from a major equipment (for example prior to scrapping of an aircraft or vehicle fleet or sub-fleet). The managing PT is to forward a detailed list<sup>8</sup> of the spares to be reclaimed to the organisation tasked with undertaking the reclamation activity.
7. The reclamation of components not included in PT reclamation lists may only be authorised by the senior engineering / technical officer overseeing the task. All cases of locally inspired spares reclamation are to be referred to the equipment PT in the first instance, who will consider any necessary further action.
8. Where reclaimed items require inspection, overhaul or repair, it is the responsibility of the managing PT to ensure that appropriate arrangements are in place and notified to the unit undertaking the reclamation programme.

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<sup>8</sup> Minimum details to include NSN, manufacturer's part number, quantity and description.

# INTERNET VERSION – MASTER IS ON THE DEFENCE INTRANET

## AD HOC RECLAMATION

9. PTs may authorise the ad hoc reclamation of components, sub assemblies, spares etc. Units requesting items reclaimed on an ad hoc basis are to note that they will be delivered as removed. Where spares require test, calibration, repair or overhaul before fitting, it is the responsibility of the demanding unit to arrange in accordance with the normal procedures for that equipment type.

## ACCOUNTING PRINCIPLES

10. All components in Materiel Accounting classes<sup>9</sup> Permanent (P) and Limited (L) recovered are to be brought on charge by Certificate Receipt Voucher (CRV) and cross-referred to the authority for reclamation. Issues of such components to other user sections are to be made in accordance with JSP 886 Volume 4 Part 8 and associated linked instructions. The condition of recovered components is to be recorded on the CRV and appropriate condition labels (MOD Form 731 / AF G1043) are to be attached to each item recovered. Once brought to account, an item may be transferred between units, returned to depot or issued to a contractor in accordance with standard supply procedures.

## PREPARATION FOR DESPATCH

11. If recovered spares remain unidentified or are subsequently damaged they are not realisable as assets and the purpose of reclamation will have been defeated. Therefore, it is essential that all recovered spares are adequately packed for transportation even if it is not possible to meet the full packaging specification. Special to Type Containers (STC) are to be demanded as required. If the demand cannot be met units are then to make the best possible use of General Purpose (GP) containers and packing materials. Under no circumstances are reclamation units to despatch individual items either unpacked or inadequately loaded on to vehicles or into containers. Items are to be properly labelled and fully identified. Items must also be complete with necessary attachments, electrical harness, etc and, where appropriate, Engineering Record Cards (ERCs) are to be attached firmly to the components in a polythene envelope.

## ENVIRONMENT SPECIFIC INSTRUCTIONS

12. **Reclamation Task (Army).** Procedures for the tasking and management of a Reclamation Unit (Army) are contained in Land Forces Standing Orders.

13. **Reclamation from Aircraft.** The removal of spares or equipment from aircraft is to be considered as cannibalisation in all circumstances except where the aircraft has been declared Category 5 (Component or Scrap) in accordance with MAP-01 Chapter 9.13.1. Detailed procedures for the reclamation of spares from aircraft are at [Annex A](#).

## DISPOSAL OF HULKS AND CARCASSES

14. Disposal of the remaining carcass or hulk is to be undertaken by the Logistics Officer in accordance with MOD instructions. When the remains are scrapped, adequate security is to be maintained prior to the removal of the residue from site.

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<sup>9</sup> JSP 886 Volume 4 Part 1 refers.

# **INTERNET VERSION – MASTER IS ON THE DEFENCE INTRANET**

## **ANNEX A - AIRCRAFT SUBJECT TO RECLAMATION**

(Introduced at [Paragraph 13](#))

### **GENERAL**

1. Spares may be reclaimed from aircraft which have been declared surplus to requirements but which:
  - a. Have no potential for sale as airworthy.
  - b. Have been offered to, but not sold by, Integrated Provider Group - Disposal Services Authority (IPG-DSA).
  - c. Have been categorised as Category 5 (Component or Scrap) in accordance with MAP-01 - Chapter 9.13.1.

### **CO-ORDINATION OF RECLAMATION REQUIREMENTS**

2. Responsibility for the co-ordination of the spares reclamation requirements rests with the owning PT.

### **CONDITIONING OF EQUIPMENT**

3. Before an item is received into the supply chain it is to be conditioned in accordance with MAP-01. Where reclaimed items require inspection, overhaul or repair, it is the responsibility of the managing PT to ensure that appropriate arrangements are in place and notified to the unit undertaking the reclamation programme.

### **ACTION BY UNITS**

4. The following action is to be taken by units carrying out a reclamation programme:
  - a. Ensure that all P and L<sup>10</sup> class items recovered are accounted for in accordance with Chapter 5, Paragraph 10.
  - b. All vouchers are to be clearly marked in red 'SPARES RECLAMATION PROGRAMME'.
  - c. Ensure items being placed into the supply system are labelled with MOD Form 731 and over stamped in red 'SPARES RECLAMATION'.
  - d. Ensure that all reclaimed items are placed into storage or passed into the R&O loop in accordance with PT instructions.
5. The Senior Engineering Officer is responsible for all essential protection, blanking-off, masking or sealing prior to return to the supply system. The Senior Engineering Officer is also to ensure that ERCs, as required, are firmly attached to their related components in a polythene bag. All items are to be labelled with MOD Form 731 and over stamped in red:

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<sup>10</sup> Permanent and Limited Accounting Classifications – for further explanation see JSP 886 Volume 4 Part 1.

## **INTERNET VERSION – MASTER IS ON THE DEFENCE INTRANET**

'SPARES RECLAMATION'. It is important that the safety certificate on MOD Form 731 is completed, giving details of any specialist precautions to be taken to ensure safe handling and storage.

6. When a unit finds that components on a reclamation list cannot be removed economically, or for any other reason the list cannot be actioned fully, details are to be forwarded to the relevant PT.