

Chapter 3

Division Materiel Management Center

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MMC MISSION

The mission of the DMMC is to provide division units with centralized and integrated materiel management for Class I, II, III, IV, V, VII, and IX supplies and maintenance. Class II supplies include unclassified map supply and communications-security software aids. To accomplish its mission, the DMMC –

- Determines requirements for the development and technical supervision of division authorized stockage lists. Requirements are determined in accordance with AR 710-2, associated pamphlets, and the pertinent automated systems users manuals.
- Requisitions all authorized supplies needed by

the division and manages their distribution upon receipt in the division area.

- Manages the division master property records. It establishes and maintains a centralized division property book for all divisional units.
- Manages maintenance work load of corps reinforcing maintenance units and MSTs in support of the division, when located in the division area.
- Manages the division Class IX (repair parts) supply system.
- Manages DISCOM maintenance operations.

MMC ORGANIZATION AND FUNCTIONS

The organization of the DMMC is shown in Figure 3-1. This center manages materiel of the division and advises the DISCOM commander and staff concerning supply and maintenance matters. It provides materiel management for weapon systems, implements maintenance priorities, and coordinates and controls supply functions to meet the operational need of the division.

DIVISION MATERIEL MANAGEMENT OFFICE

The division materiel management office is the supervisory element of the DMMC. This office plans, directs, and supervises the center's operations, administration, employment, training, and discipline. The following DISCOM functions are prescribed for the center:

- Ensuring that DISCOM SOPS contain uniform procedures for supply records and reports.
- Coordinating with the DISCOM S2/S3 on locations of supply distribution points.
- Coordinating with logistics operators on supply and maintenance matters in support of future operations.
- Providing supply management data to the DISCOM

S2/S3 in support of logistics operations.

- Preparing or reviewing and approving detailed plans and policies for supply and maintenance operations from a management point of view. This is done based on guidance received from the DISCOM commander and the G4.
- Maintaining, with ADP support, the division materiel management status profile.
- Providing continuous information in coordination with the DISCOM S2/S3 in support of DISCOM logistics operations.
- Advising the commander on the status of maintenance and repair parts.
- Directing and coordinating the technical assistance program.

**LOGISTICS AUTOMATION SYSTEMS
SUPPORT OFFICE**

The LASSO provides data processing equipment and services for the DMMC. It also advises the DMMC chief and staff on ADP matters. It manages day-to-day automation operations of the DMMC.

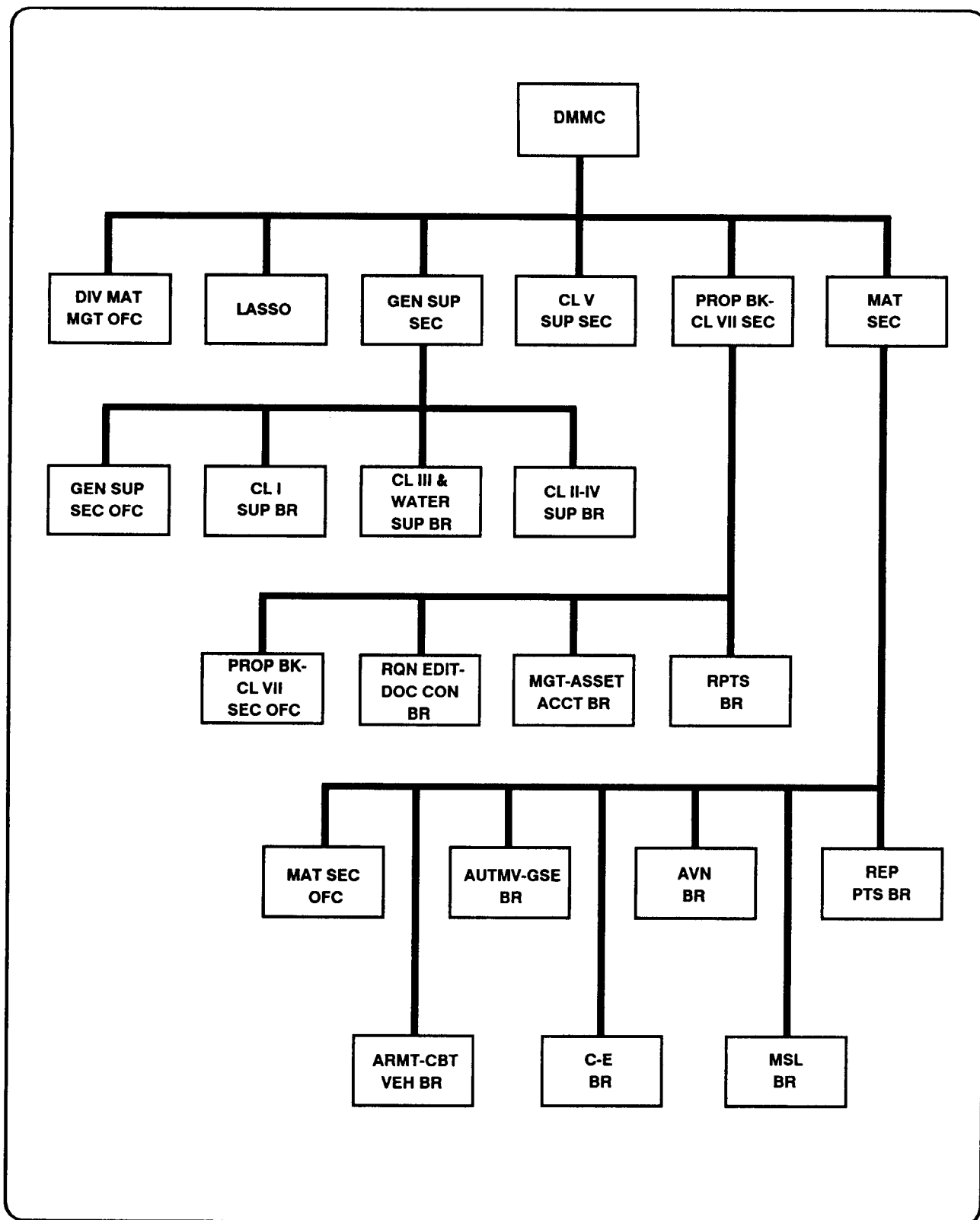


Figure 3-1. Division materiel management center.

The office is responsible for –

- Resolving systems problems and managing daily operations of the ADPE.
- Receiving, distributing, and controlling customer input and output to ensure proper processing in accordance with established procedures.
- Processing and controlling documents received from storage sites, support units, and DMMC elements.
- Maintaining the DAS-3 through the DS level.
- Performing data reduction and cycle breakdowns.
- Performing automatic data reduction for internally generated manager directions for issues, off-line receipts, local procurement actions, local catalog updates, inquiries, file changes, and post-post operations.
- Managing processed data and organizing and manipulating unprocessed data prior to processing.
- Performing service support functions which require distribution of incoming documents.
- Supporting and maintaining TACCS.
- Ensuring proper utilization of data processing equipment.
- Determining changes in processing as required.
- Verifying return data and maintaining hard-copy documentation of an audit nature required by AR 710-2.
- Transporting and receiving data and reports from the telecommunications center (transceiver site) and data processing detachment.
- Establishing and coordinating schedules of supply cycles with data processing operations personnel.

A system support element is being designed to replace the LASSO once the objective systems are fielded. It will provide support for logistics software packages run on microcomputers.

GENERAL SUPPLY SECTION

The general supply section coordinates and supervises supply management for water and Class I, II, III, and IV supplies in support of the division. The section does not manage classified maps, aircraft, airdrop equipment, or COMSEC equipment.

It determines requirements and recommends priorities, allocations, and other controls. It provides advice on

the receipt, storage, and distribution of Class I, II, III, and IV supplies. It also establishes and maintains files of all supply publications and regulations required to support section activities. It also provides catalog research and retrieval service. It develops requirements for current and contingency operations. It also analyzes and assists in the development of the supply portion of logistics operations or administrative orders.

The general supply section consists of a general supply section office, a Class I supply branch, a Class II-IV supply branch, and a Class III and water supply branch,

General Supply Section Office

The general supply section office is responsible for planning directing and supervising the section operations. Specific duties center on the managing of Class I, II, III, and IV.

Class I Supply Branch

The Class I supply branch performs manual stock control of Class I supplies and the free issue of sundry items. It develops unit and division basic load data. The Class I supply branch plans and prepares for the procurement, receipt, accountability, storage, and issue of subsistence supplies. It plans, coordinates, and supervises the Army's subsistence supply system and is accountable for all Class I for the division.

Class II-IV Supply Branch

The Class II-IV supply branch performs automated stock control for expendable and durable division Class II, III (packaged), and IV items stocked and supplied by the operating units of the DISCOM. It manages and supervises Class II (including unclassified map supply) and IV expendable and durable items. The branch is responsible for all expendable Class II, III (packaged), and IV supplies in division ASLs.

The Class II-IV supply branch typically–

- Performs stock record functions pertaining to receipt, distribution, and issue of construction materials.
- Maintains accurate stock records and replenishment of ASL stockage.
- Manages the supply or replacement of mission support items and division special project items.
- Manages map ASL requirements for contingency operations and for current operations.

- Coordinates resupply of industrial gases.
- Provides liaison with the map supply point in the MSB.
- Is responsible for Defense Personnel Support Center related supplies and the supply of unclassified maps.

Class III and Water Supply Branch

The Class III and water supply branch controls and manages the supply of bulk fuel to division elements. It also determines requirements, recommends priorities, and manages allocations for bulk fuel. The branch also manages water distribution in an arid environment. Typically the branch –

- Directs the acquisition, storage, inspection, testing, issue, and distribution of bulk fuel.
- Directs preparation of reports and maintenance of records pertaining to bulk fuel accounting and distribution.
- Supervises the acquisition, storage, inspection, testing, issue, and distribution of water.

CLASS V SUPPLY SECTION

The Class V supply section maintains records of ammunition allocations, receipts, quantities on hand at ATPs, and expenditures for division units. It coordinates activities of ATPs and provides technical assistance and advice on ammunition management to division units.

Class V is one of the most critical classes of supply. These supplies must be provided at the right time and place to enable the division to win the battle. The Class V section of the DMMC keeps records on ammunition so that Class V supplies are available when and where needed. These records include allocations, credits, debits, and expenditures for all division units. They include basic loads, training ammunition, CSRs, RSRs, and other necessary data.

The Class V supply system is a continuous refill system. Stocks issued to the user are replaced by stocks moved up from the rear area.

The DAO serves as chief of the Class V supply section. The DAO is the division manager for ammunition. This officer provides assistance in all matters pertaining to ammunition support to the division. He also represents the DMMC and DISCOM commander on matters pertaining to ammunition requirements and availability. The DAO maintains liaison with the division G3 and G4 within limits defined by the DISCOM commander

and the DMMC chief. On routine matters, the DAO usually deals directly with the G3 and G4, keeping the DMMC chief and the DISCOM commander informed. In cases having major impact on the DISCOM mission, the DAO obtains approval of the DISCOM commander and the DMMC chief before taking action.

The DAO coordinates and controls the use of Class V supplies for the division. He monitors required supply rates as provided by the G3. He enforces controlled supply rates determined by the G3 and G4. He also approves ammunition requirements for users. The DAO also provides staff coordination for the operation of the ATPs. This includes the DS ammunition company ATP operated by the corps DS ammunition supply company. He maintains liaison with the supporting ammunition supply points, the corps storage areas, and the COSCOM MMC.

For RSRs, the DAO provides technical advice concerning types, correct nomenclatures, and DODACs. Quantity requirements for RSRs are computed by the tactical commanders based on the tactical mission of the division. The G3 consolidates the RSRs. After approval of the G3, RSRs are forwarded through channels to the next higher command. The corps informs the division G4 and DISCOM commander of the approved supply rates received from higher headquarters and any CSRs imposed. The DAO then coordinates resupply in conformance with the CSRs.

The G3 and the DAO must also be informed of the corps artillery units RSR and CSR. These ammunition requirements must be incorporated into the fire support plans. These will also be used to determine the quantity of ammunition support required from the ATPs.

Specific duties of the Class V supply section are –

- Monitoring the safety, serviceability, maintenance, and security of ammunition assets in the division.
- Observing and assisting in investigations on ammunition malfunctions concerning division weapon systems.
- Providing liaison support to the explosive ordnance disposal team whenever EOD assistance is required.
- Providing technical assistance on ammunition supply, transportation, handling, and storage.
- Coordinating the operation of the ATPs and

controlling the issue of ammunition in the BSA and DSA.

- Ensuring that the ATPs do not have excessive numbers of vehicles or trailers loaded with ammunition.

PROPERTY BOOK-CLASS VII SECTION

The property book-Class VII section maintains the consolidated division property book. It also manages the Class VII items stocked and supplied by operating units of the DISCOM. It establishes working boundaries for the automated process and directs execution. It maintains division property books and transaction registers.

This section receives supply transaction documents and verifies, records, and processes data for the division property book. It manages the hand-receipt accounts and processes reports of survey and statements of charges. It assists in equipment status reporting. In addition, it manages division Class VII assets and Class II and IV nonexpendable supplies.

Property Book-Class VII Section Office

This office supervises and controls all input and output from automated processes supporting the property book system. The office also coordinates the supply transaction documents. It verifies, records, and processes data for the division property book.

Requisition Edit-Document Control Branch

This branch receives, records, and verifies data entered on supply transaction documents. This information is received as input for processing by the division's decentralized mobile computer. It also receives all printed listings and machine-produced cards as output from the LASSO. These are distributed within the division property book office and to units of the division. This branch controls all input and output from the automated processes which support the property book system. Once SPBS-R and SARSS-2A are fielded, the edit function will be performed automatically.

Management-Asset Accounting Branch

This branch manages the hand-receipt accounts for division units. It processes unit requests for issue and turn-in of organizational property and hand-receipt annex items. It also processes all data input to the division property book. It evaluates and acts on cards and listings produced as output from the computer. In addition, it identifies, reports, and makes recommendations on redistribution of excess property. The branch provides for seven property book teams. Each consists

of a property book technician, a supply accounting sergeant, and two supply accounting specialists.

The branch also provides input to the G4 to develop Class VII requirements for contingency operations. This branch also assists in the development of the Class VII supply portions of administrative orders. It provides a catalog research and retrieval service. It coordinates the return to supply channels of excess end items as well as coordinates equipment processing with the FSBs and MSB.

Reports Branch

This branch processes reports of survey and statements of charges and similar documents. It assists in equipment status reporting. For more specific information on reports of survey see AR 735-5.

MATERIEL SECTION

The materiel section of the DMMC manages repair parts supply and maintenance. It designs and manages the division Class IX inventory and directs the Class IX issue. This section also requisitions supplies through the COSCOM MMC.

The materiel section manages Class IX supply and maintenance for all items of materiel, less medical and COMSEC. It oversees the document control and edit functions. This section supervises its branches in providing integrated materiel management on a materiel-systems basis using DS4 and SAMS procedures.

Its management is limited to the maintenance functions that are generally external to the MSB, FSBs, and AMCO. These include the monitoring of unit maintenance throughout the division. The section also collects, analyzes, and reports maintenance statistics and keeps records on the status of MWOs. It compiles reports on the operational status of division equipment and provides disposition instructions on unserviceable materiel.

One of its primary functions is to plan future maintenance requirements based on information from the DISCOM and division staffs. Maintenance management functions such as planning, scheduling, and supervising internal procedures and maintenance operations are the responsibility of the MSB and FSBs.

The section uses the SAMS as a tool for developing data and reports for maintenance management. The SAMS includes a maintenance control system and MWO accounting procedures. Data to support the SAMS are

provided from using organizations, maintenance units, and the US Army Materiel Command. The data are summarized and prepared in the form of reports. These reports are used for management purposes by supported units, maintenance unit commanders, the DMMC, and the DISCOM commander and staffs.

Each systems-oriented branch manages designated materiel systems end items and selected Class IX items that are critical or maintenance significant to the operational readiness of those systems. Each branch –

- Recommends maintenance data requirements and report formats.
- Implements ADP collection procedures and supervises the operation of the maintenance reporting system.
- Analyzes data and reports (automated and manual). This is done to recognize trends, problem areas, and any other data that create a need for action by the maintenance units and staff elements.
- Compiles special reports on the status of division equipment.
- Assists in developing policies and plans for controlling and managing data and reports and suggesting corrective actions.
- Provides disposition instructions for unserviceable items of equipment that exceed the repair ability or capacity of maintenance support units. This is done together with the property book-Class VII section. Working closely with the DISCOM movements control office, each branch develops transportation requirements for removing such items from the division area.
- Develops maintenance plans to support projected combat operations. This is done by coordinating with the maintenance units and staffs.
- Monitors unit maintenance operations and evaluates procedures and use of equipment and personnel.
- Maintains the status of all MWOs for equipment and recommends the order of completion for MWOs.
- Coordinates with other DMMC sections on the status of end item supply.
- Identifies materiel that needs calibration. It schedules calibration actions to be completed

by TMDE support activities or TMDE maintenance battalions. It coordinates the calibration of division test, measurement, and diagnostic equipment by supporting the calibration activity.

The materiel section receives all repair parts supply requests from the DS units organic to the FSBs, the MSB, and the AMCO. The section assigns control numbers to the documents and maintains registers of such documents. It receives all machine-produced outputs (printed listings or punch cards) for distribution to the section's branches and to the DSUs. It also provides catalog research and retrieval service (using microfilm catalog data) and provides catalog changes to materiel managers.

Through its branches, the section serves as the centralized maintenance management activity for the division. Centralized management takes care of much of the effort related to, but not directly involved in, repair operations. The management effort mainly includes reporting, compiling, and interpreting data as a basis for management decisions.

Materiel Section Office

The materiel section office is responsible for supervision of repair parts supply and maintenance activities to include requisitioning supplies. It is responsible for managing repair parts supply requests and managing maintenance for all maintainable items of materiel. It is also accountable for Class IX supplies.

The office also supervises the preparation and maintenance of inventory reports and maintains stock locator records. It also verifies the accuracy of data entered on supply transaction documents prior to processing. This office is also responsible for overseeing the activities of all the branches.

Armament-Combat Vehicle Branch

The armament-combat vehicle branch performs integrated materiel management for armament (weapons) and combat vehicles. This includes artillery weapons, individual and crew-served weapons, common-type armament tools, and common-type armament tool and shop sets. The branch is responsible for the supervision of armament-combat vehicle maintenance activities. Key activities include the classification and diagnosis of malfunctions. They also include the repair and replacement of parts or the overhaul of components, the testing and final inspection of equipment.

Automotive-Ground Support Equipment Branch

The automotive-ground support equipment branch performs integrated materiel management for automotive and ground support equipment. This includes management for tactical wheeled and general purpose vehicles; construction and materials-handling equipment; and test equipment that is part of, or used with, assigned materiel. Key maintenance activities are the same as those listed above for the armament-combat vehicle branch.

Communications-Electronics Branch

The C-E branch performs integrated materiel management for communications equipment, communications-electronics intelligence equipment, and electronic warfare equipment. Also included are combat surveillance equipment, target acquisition equipment, and night vision equipment. This branch provides recommendations on employment of signal units based upon mission and equipment. It also supervises the unit maintenance of C-E equipment. It coordinates communications support to provide planning information and resolves communications-related problems. The branch also coordinates, organizes, and supervises subordinate personnel activities of units, shops, or activities engaged in maintenance, calibration, or installation of C-E equipment. This includes quality assurance.

Aviation Branch

The aviation branch performs materiel management for aeronautical and airdrop equipment and test equipment that is a part of, or used with, assigned materiel. Equipment includes materiel for aircraft and airdrop, avionics, aircraft armament, and related test equipment.

The branch supervises aviation maintenance activities. Key activities are the same as listed above. In the event

of AVIM work overload, the branch along with the support operations branch coordinates passback to the COSCOM MMC. The branch supervises the maintenance of aircraft and applies production control principles and procedures to AVIM.

Missile Branch

The missile branch performs integrated materiel management for missiles, less the Class V portion of missiles that are managed by the DAO. Missile materiel includes rockets, guided missiles, ballistic missiles, and target missiles. Also included are missile-fire coordination equipment and related special purpose and multisystem test equipment. Test equipment which is part of or used with assigned materiel, missile launching and ground support equipment, and missile fire control equipment are also included. For these systems, the branch is responsible for the coordination of maintenance activities listed above.

Repair Parts Branch

The repair parts branch manages Class IX supply functions. It develops and controls overall ASL-PLL repair parts supply. It evaluates all ADP output pertaining to repair parts supply and provides advice to DSUs on catalog changes. This branch measures system performance through the use of appropriate management techniques and tools. These include pertinent records and reports such as stock status reports, the daily transaction register, and the input transaction and error listing. The branch determines, in coordination with the division G4 and the DISCOM (AMCO, FSB, and MSB) commanders, the wartime ASL load plan. The branch plans requirements and supervises input on requisitions. The branch also supervises the distribution and the accountability of repair parts, and maintenance-related supply items.

WEAPON SYSTEMS MANAGER

To support WSRO, a WSM is assigned at each level of command. This person is charged with weapon systems management. The WSM should have a logistics background. His primary skills should be in the areas of supply and maintenance management. A WSM must be aware of the commander's priorities for issue. He should also be aware of the unit's weapon systems shortages and the assets available to fill unit needs. The WSM's mission is to maximize the number of operational weapon systems available to the fighting forces.

The DISCOM commander usually assigns the ADMMO as the WSM for the division. The WSM interfaces with the division G1/AG for weapon systems personnel replacement. The DMMC Class VII supply technician serves as the point of contact in coordinating with the WSM for the delivery of weapon systems under WSRO doctrine.

The WSM must keep abreast of weapon systems status in the unit. He must also keep abreast of system crew members and equipment available or due in (including

estimated time of arrival). Some sources of personnel and equipment are new replacements, equipment returned from maintenance, and personnel returned to duty. The WSM coordinates closely with the materiel section in the DMMC. This is to verify the status of weapon systems being repaired in maintenance units.

To ease the marrying of crew and equipment, the division G1/AG designates a person within the personnel management branch to be the WSM assistant. This person coordinates, manages, and provides crew and crew-member replacements. This assistant remains in the personnel management branch where all the loss and replacement data are maintained. The assistant reacts to the unit's critical shortages from strength reports to obtain replacements. Coordinating with the WSM, the assistant directs the crew or crew members to the link-up point where the WSM assigns the crew to a weapon system. When requested by the WSM, the assistant contacts the replacement detachment to place unit crew members on standby status. He may also arrange for crew members to bypass the link-up point and be sent directly to the unit. This situation usually occurs when personnel and equipment losses are low. Final assignment of personnel is based on priorities established by the commander. This coordination is conducted by personal visits or through the division area signal system. The WSM –

- Coordinates closely with the personnel management office (WSM assistant) to obtain crew replacements. Frequency of requests depends on the availability of weapon systems needing a crew or on weapon systems requiring crew-member support to make a system ready to fight.
- Reconciles, by brigades, shortages in each battalion as reported by the weapon system status report and by the situation report.
- Coordinates with the materiel officer to obtain the number of weapon systems in maintenance

units and the number of crew members performing maintenance support to make systems ready to fight.

- Coordinates with property book and Class VII supply personnel to obtain weapon system status. Monitors the number of weapon systems available for issue and due in from Class VII supply or repaired weapon systems due in from maintenance sources.
- Coordinates with the MSB to move weapon systems with heavy equipment transporters.
- Directs “quick fixes,” using available surviving assets, weapon systems, and crew members. This maximizes the use of ready-to-fight weapons where commander's priorities dictate.
- Coordinates with the WSM assistant and the MCO for movement of available partial crews to the link-up point. Here the partial crews will assist maintenance elements in making weapon systems ready to fight. Crews are formed by the WSM assistant using individual, partial-crew, or full-crew replacements. Crews may drive the weapon systems to the unit or accompany the weapon systems on an HET. The WSM/DMMO is responsible for ensuring that all BII and associated items (radios, machine guns) are married to end items and crews. The crew will fuel and arm weapon systems from supplies provided by the MSB/DISCOM.
- Alerts the MSB and the division G1/AG when weapon systems are arriving in the division area.
- Alerts the brigade and FSB when weapon systems are being transported to the unit.
- Allocates weapon systems to the unit based on the commander's priorities. Obtains instructions to move weapon systems forward to the unit based on the tactical situation.