



DEPARTMENT OF NAVY
NAVAL AIR SYSTEMS COMMAND
RADM WILLIAM A. MOFFETT BUILDING IN REPLY REFER TO
47123 BUSE ROAD, BLDG 2272
PATUXENT RIVER, MD 20670-1547

NASC ACC NOTE 13650
AIR-5.0D42-SECA-01-002/2105
31 January 2001

NASC ACC SECA PROCEDURE NOTE, SECA 01-002

From: Assistant Commander for Test and Evaluation (AIR-5.0D42)
To: Distribution

Subj: ANNUAL IMRL SUPPORT EQUIPMENT INVENTORY

Ref: (a) NAMP 4790.2 Series
(b) NAVAIRINST 13650-1C 16 JAN 92

1. Purpose. To provide policy and procedures for annual IMRL inventory.
2. Supersedure. This NASC ACC SECA Procedure Note supercedes NASC SECA PROCEDURE NOTE, SECA 002-00/2029 16 MAY 2000.
3. Scope. The provisions of this SECA Procedure Note apply to all IMRL activities supported by NAVAIR ACC SECA.
4. Background. References (a) and (b), establish direction for annual IMRL inventory.
5. Action.
 - a. All activities will perform an annual IMRL Support Equipment inventory in accordance with references (a) and (b). The inventory will be completed not later than December 31 of each calendar year. Notify the SECA via command correspondence (letter or message) providing the following information:
 - (1) Date the inventory was completed.
 - (2) Number of gains/losses discovered if any.
 - (3) Status of TR/survey documentation to correct any gains/ losses discovered.
 - (4) Status of request for disposition for excess equipment discovered.

Subj: ANNUAL IMRL SUPPORT EQUIPMENT INVENTORY

(5) Other comments pertinent to this inventory cycle.

b. The use of a Barcode Scanner is required to perform the inventory and upon completion forward a LAMS backup via email to SECA Rep and LAMS manager.

6. Cancellation. This NASC ACC SECA Procedure Note is effective until superseded or is otherwise canceled.

C. E. NEELEY
By direction

Copy to:
COMNAVAIRSYSCOM PATUXENT RIVER MD (PMA260EA)