

DDC-J3/J4-O

MEMORANDUM FOR CSI POCs

SUBJECT: Inspection of CSI (Critical Safety Item) Materiel in Stock.

DDC memorandum, dated February 9, 2002, Subject: Critical Safety Item Program Guidelines, identified the need to inspect materiel in stock. In order to make this process run as smoothly as possible, track and report progress and be able to declare completion of a NSN across all our sites the DDC will be issuing the specific NSNs that need to be inspected each week. A spreadsheet is attached that provides the anticipated total workload for your individual site (subject to change) and may be used to complete additional work in advance of the tasking as time permits.

Also attached is workload for this first week. Based on the tasked list of NSNs, DCs will inspect the materiel in stock and downgrade to C/C "J" any materiel that is not manufactured by an approved source. The approved sources for each NSN are listed on the spreadsheet. As part of the inspection process and prior to reporting that the NSNs has been completed, the DCs will validate that receipts in-process have been checked prior to stowing materiel. After this is completed, the DC POC will email their inspection findings to the DDC POC below. Data to be reported includes the NSN inspected, total quantity inspected, and total quantity downgraded. Please coordinate with DDC if the workload can not be accommodated. The DDC point of contact is Roxanne Gabel, DSN 977-5006, email: rgabel@ddc.dla.mil.

Attachments

- 1) Total Anticipated Workload for your Site
- 2) First Tasking