

APPENDIX F
Data Entry Procedures

This appendix contains the data entry procedures necessary to enter aviation maintenance and material management (3M) data from source documents into the standard 3M formats and the formats of records to be forwarded to Commander, Naval Air Systems Command (AIR-6.8.4) and Type Commander (as appropriate). The following applies:

Under the A, N, E, OTHER Column

A = Alphabetic

N = Numeric

E = Either alphabetic or numeric

OTHER = Alphanumeric with embedded Blanks/Special Characters

Under the SPECIAL INSTRUCTIONS Column

RJ = Right Justified

LJ = Left Justified

ZF = Zero Filled

Record Type 60, 62, 64, and 65

DESCRIPTION	Material Issue, Material Issue Correction, Technical Directive (TD) Compliance Material Issue, and Initial Outfitting Issue Records			
SOURCE DOCUMENT	Naval Aviation Logistics Command Management Information System (NALCOMIS)			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
B	1-3	E	ORG	
8-22	4-18	E	NSNPN	LJ
23-24	19-20	A	UI	
25-29	21-25	N	QTY	RJ, ZF
36-39	26-29	N	REQDAT	
40-43	30-33	E	REQNUM	
L, M	34-36	E	JCNORG	
L, M	37-39	N	JCNDAY	
L, M	40-42	E	JCNSER	
L, M	43-44	E	JCNSUF	
N	45-48	E	TEC	
55-56	49-50	E	COG	
57-59	51-53	E	PROJ	
60-61	54-55	N	PRI	
P	56-62	E	WUC	LJ
R	63-67	E	MFGR	LJ
70	68	A	PURP	
71	69	A	COND	
73	70	A	MCC	
BELOW V	71-74	N	SUPDAT	
DCF	75-77	E	DPCODE/SUPORG	Note 1
DCF	78	E	AWAY	
V	79-80	N	RECTYP	60, 62, 64 or 65

NOTE: Enter the local supply organization code of where the document originated.

Record Type 66

DESCRIPTION	Service Market (SERVMART) Record			
SOURCE DOCUMENT	DD Form 1348			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
B	1-3	E	ORG	
NOT USED	4-44			
N	45-48	E	TEC	
NOT USED	49-55			
U	56-63	N	TOTPRC	RJ, ZF, Note 1
NOT USED	64-70			
BELOW V	71-74	N	SUPDAT	
DCF	75-77	E	DPCODE/SUPORG	Note 2
DCF	78	E	AWAY	
V	79-80	N	RECTYP	66

**NOTES: 1. TOTPRC will be entered in dollars and cents with an assumed decimal.
2. Enter the local supply organization code of where the document originated.**

Record Type 67

DESCRIPTION	Indirect Material Issue Record			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
B	1-3	E	ORG	
8-22	4-18	E	NSNPN	LJ
23-24	19-20	A	UI	
25-29	21-25	N	QTY	RJ, ZF
36-39	26-29	N	REQDAT	
40-43	30-33	E	REQNUM	
NOT USED	34-44			
N	45-48	E	TEC	
55-56	49-50	E	COG	
57-59	51-53	E	PROJ	
60-61	54-55	N	PRI	
P	56-62	E	WUC	LJ
R	63-67	E	MFGR	LJ
70	68	A	PURP	
71	69	A	COND	
73	70	E	MCC	
BELOW V	71-74	N	SUPDAT	
DCF	75-77	E	DPCODE/SUPORG	Note 1
DCF	78	E	AWAY	
V	79-80	N	RECTYP	67

NOTE: Enter the local supply organization code of where the document originated.

Record Type 61, 63

DESCRIPTION		Maintenance Action Form or Work Order (MAF or WO) Component Ready for Issue or Beyond Capability of Maintenance (RFI or BCM)		
SOURCE DOCUMENT		OPNAV 4790/60 Copy 2		
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
A22	1-7	E	WUC	LJ
A48	8-11	E	TEC	
E08	12-16	E	MFGR1	LJ
NOT USED	17-26			
1	27-29	E	ORG	
2, 3	30-44	E	NSNPN	LJ
4	45-46	A	UI	
5	47-48	N	QTY	RJ, ZF
6	49-50	E	COG	
7	51	A	PURP	
8	52	A	COND	
9	53	E	MCC	
11	54-57	N	SUPDAT	
NOT USED	58-60			
A08	61-63	E	JCNORG	
A11	64-66	N	JCNDAY	
A14	67-69	N	JCNSER	
A17	70-71	E	JCNSUF	
NOT USED	72-74			
DCF	75-77	E	DPCODE/SUPORG	Note 1
DCF	78	E	AWAY	
12	79-80	N	RECTYP	61 or 63

NOTE: Enter the local supply organization code of where the document originated.

Record Type 7B

DESCRIPTION	Naval Aircraft Flight Record (Aircraft Data)			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
TOP LEFT	1-7	E	DOCNUM	
TOP RIGHT	8	N	PAGENR	
TOTAL PAGES	9	N	TPAGES	
7B-10	10	A	EXCD	
7B-11	11-16	E	BUNO	
7B-17	17-20	E	TEC	
7B-21	21-23	E	ORG	
7B-24	24-26	E	MSN1	
7B-27	27-29	N	HRS1	RJ
7B-30	30-32	E	MSN2	
7B-33	33-35	N	HRS2	RJ
7B-36	36-38	E	MSN3	
7B-39	39-41	N	HRS3	RJ
7B-42	42-43	E	SUPTCD	
7B-44	44-45	N	TOTFLT/TOT HRS	RJ
7B-46	46	E	OPS	
7B-47	47-48	N	CJ	RJ
7B-49	49-57	E	MISNUM	
	58-63	N	PUC	Note 1
NOT USED	64-73			
NONE	74	N		
DCF	75-77	E	DPCODE/SUPORG	Note 2
DCF	78	E	AWAY	
7B-79	79-80	E	RECTYP	7B

NOTES: 1. Machine generated.

2. Enter the local supply organization code of where the document originated.

Record Type 7C

DESCRIPTION		Naval Aircraft Flight Record (Aircrew Data)		
SOURCE DOCUMENT		NALCOMIS		
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
TOP LEFT	1-7	E	DOCNUM	
TOP RIGHT	8	N	PAGENR	
7C-9	9	N	LINE	
7C-10	10	A	EXCD	
7C-11	11	A	FSTINT	
7C-12	12	A	LSTINT	
7C-13	13-21	N	SSN	
7C-22	22	A	SPQUAL	
7C-23	23	E	SVC	
7C-24	24-26	N	FPT	RJ
7C-27	27-29	N	CPT	RJ
7C-30	30-32	N	SCT	RJ
7C-33	33-35	N	ACT	RJ
7C-36	36-38	N	SIM	RJ
7C-39	39-41	N	NIGHT	RJ
7C-42	42	E	TLNDG1	
7C-43	43-44	N	NLNDG1	RJ
7C-45	45	E	TLNDG2	
7C-46	46	N	NLNDG2	
7C-47	47	E	TLNDG3	
7C-48	48	N	NLNDG3	
7C-49	49	E	TLNDG4	
7C-50	50	N	NLNDG4	
7C-51	51	E	TAPP1	
7C-52	52	N	NAPP1	

7C-53	53	E	TAPP2
7C-54	54	N	NAPP2
7C-55	55	E	TAPP3

Record Type 7C (continued)

DESCRIPTION	Naval Aircraft Flight Record (Aircrew Data)			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
7C-56	56	N	NAPP3	
7C-57	57	E	TAPP4	
7C-58	58	N	NAPP4	
7C-59	59-61	E	TRACD1	Note 1
7C-62	62-64	E	TRACD2	Note 1
7C-65	65-67	E	TRACD3	Note 1
NOT USED	68-73			
NONE	74	N		
DCF	75-77	E	DPCODE/SUPORG	Note 2
DCF	78	E	AWAY	
7C-79	79-80	E	RECTYP	7C

NOTES: 1. Marine Corps mandatory (only applies to individuals assigned to Marine Corps activities), USN optional.

2 Enter the local supply organization code of where the document originated.

Record Type 7D

DESCRIPTION	Naval Aircraft Flight Record (Personnel Data)			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
TOP LEFT	1-7	E	DOCNUM	
7B-17	8-11	N	SYLLAB	Note 1
7B-21	12-14	E	ORG	
7C-10	15	A	EXCD	
7C-11	16	A	FSTINT	
7C-12	17	A	LSTINT	
7C-13	18-26	N	SSN	
7C-23	27	E	SVC	
7E-16	28-31	N	DATE	
7E-29	32	N	ASC	Note 1
7E-33	33	A	SSC	Note 1
7D-34	34-47	OTHER	NAME	LJ
7D-48	48-49	E	GRADE	
7D-50	50-53	N	NATOPS	
7D-54	54-57	N	MED	
7D-58	58-61	N	INST	
7D-62	62-65	N	WATER	
7D-66	66-69	N	PHYSIO	
NOT USED	70-74			
DCF	75-77	E	DPCODE/SUPORG	Note 2
DCF	78	E	AWAY	
7D-79	79-80	E	RECTYP	7D

NOTES: 1. Marine Corps mandatory (only applies to individuals assigned to Marine Corps activities), USN optional.

2. Enter the local supply organization code of where the document originated.

Record Type 7E

DESCRIPTION	Naval Aircraft Flight Record (Logistics Data Depart)			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
TOP LEFT	1-7	E	DOCNUM	
TOP RIGHT	8	N	PAGENR	
7E-9	9	N	LEGNR	
7E-10	10	A	EXCD	
7E-11	11	A	TMZONE	
7E-12	12-15	N	TIMDEP	
7E-16	16-19	N	DTEDEP	
7E-20	20-23	E	ICAODP	
NOT USED	24-36			
7E-37	37-39	N	PRI1	RJ
7E-40	40-42	N	PRI2	RJ
7E-43	43-45	N	PRI3	RJ
7E-46	46-48	N	PRI4	RJ
7E-49	49-51	N	PRI5	RJ
7E-52	52-56	N	CPCRGO	RJ
7E-57	57-59	N	OPPAX	RJ
7E-60	60-64	N	OPCRGO	RJ
7E-65	65	A	OPCCD1	
7E-66	66	A	OPCCD2	
7E-67	67-69	N	MAXPAX	RJ
7E-70	70-74	N	MAXCGO	RJ
DCF	75-77	E	DPCODE/SUPORG	Note 1
DCF	78	E	AWAY	
7E-79	79-80	E	RECTYP	7E

NOTE: Enter the local supply organization code of where the document originated.

Record Type 7F

DESCRIPTION	Naval Aircraft Flight Record (Logistics Data Arrive)			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
TOP LEFT	1-7	E	DOCNUM	
TOP RIGHT	8	N	PAGNR	
7F-9	9	N	LEGNR	
7F-10	10	A	EXCD	
NOT USED	11			
7F-12	12-15	N	TIMARR	
7F-16	16-19	N	DTEARR	
7F-20	20-23	E	ICAOAR	
7F-24	24	A	SS	
7F-25	25-28	N	DIST	RJ
NOT USED	29-74			
DCF	75-77	E	DPCODE/SUPORG	Note 1
DCF	78	E	AWAY	
7F-79	79-80	E	RECTYP	7F

NOTE: Enter the local supply organization code of where the document originated.

Record Type 7G

DESCRIPTION	Naval Aircraft Flight Record (Weapons Proficiency Data)			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
TOP LEFT	1-7	E	DOCNUM	
TOP RIGHT	8	N	PAGNR	
7G-9	9	N	LINE	
7G-10	10	A	EXCD	
7G-11	11	N	LINENR	
7G-12	12-18	E	TNGAR1	LJ
7G-19	19-20	N	TNGHR1	RJ
7G-21	21-27	E	TNGAR2	LJ
7G-28	28-29	N	TNGHR2	RJ
7G-30	30-33	E	ORD1	LJ
7G-34	34-35	E	DEL1	
7G-36	36-37	N	RUNS1	RJ
7G-38	38-40	E	SCORE1	RJ
7G-41	41-44	E	ORD2	LJ
7G-45	45-46	E	DEL2	
7G-47	47-48	N	RUNS2	RJ
7G-49	49-51	E	SCORE2	RJ
7G-52	52-55	E	ORD3	LJ
7G-56	56-57	E	DEL3	
7G-58	58-59	N	RUNS3	RJ
7G-60	60-62	E	SCORE3	RJ
7G-63	63-64	E	CD1	
7G-65	65-67	N	DATA1	RJ
7G-68	68-69	E	CD2	
7G-70	70-72	N	DATA2	RJ
NOT USED	73-74			

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DESCRIPTION	Naval Aircraft Flight Record (Weapons Proficiency Data)			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
DCF	75-77	E	DPCODE/SUPORG	Note 1
DCF	78	E	AWAY	
7G-79	79-80	E	RECTYP	7G

NOTE: Enter the local supply organization code of where the document originated.

Record Type A

DESCRIPTION	MAF/WO A Record			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
TOP OF FORM	1-7	E	DOCNUM	
A08	8-10	E	JCNORG	
A11	11-13	N	JCNDAY	
A14	14-16	E	JCNSER	
A17	17-18	E	JCNSUF	
A19	19-21	E	WC	
A22	22-28	E	WUC	LJ
A29	29-31	E	ORG	
A32	32-33	N	TRCODE	
A34	34	N	ML	
A35	35	E	AT1	
A36	36-38	E	MAL1	
A39	39-40	N	IP	RJ
A41	41-44	N	MHRS	RJ
A45	45-47	N	EMT	RJ
A48	48-51	E	TEC	
A52	52-57	E	BU/SERNO	RJ, ZF
A58	58	E	WD	
A59	59	E	TM	
A60	60-61	E	POS	
A62	62-64	E	FID	
A65	65-68	E	SAFSER	
A69	69-73	E	METER	
NOT USED	74			
DCF	75-77	E	DPCODE/SUPORG	Note 1

DESCRIPTION	MAF/WO A Record			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
DCF	78	E	AWAY	
-	79	A	RECTYP	A
NOT USED	80			

NOTE: Enter the local supply organization code of where the document originated.

Record Type B

DESCRIPTION	MAF/WO B Record			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
TOP OF FORM	1-7	E	DOCNUM	
B08	8-11	N	RECDAT	
B12	12-15	N	RECTIM	
B16	16-18	E	RECEOC	LJ, Note 1
B19	19-22	N	INDAT	
B23	23-26	N	INTIM	
B27	27-29	E	INEOC	LJ, Note 1
B30	30-33	N	COMDAT	
B34	34-37	N	COMTIM	
B38	38	N	AWMRS1	
B39	39-42	N	AWMHR1	RJ
B43	43	N	AWMRS2	
B44	44-47	N	AWMHR2	RJ
B48	48	N	AWMRS3	
B49	49-52	N	AWMHR3	RJ
B53	53	A	JS1	
B54	54-57	N	JSDAT1	
B58	58-61	N	JSTIM1	
B62	62-64	E	JSEOC1	LJ, Note 1
B65	65	A	JS2	
B66	66-69	N	JSDAT2	
B70	70-73	N	JSTIM2	
B74	74-76	E	JSEOC2	LJ, Note 1
NOT USED	77			
DCF	78	N	CORRCD	

DESCRIPTION	MAF/WO B Record			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
NOT USED	79	A	RECTYP	B
	80			

NOTE: Only the first position is entered. The second and third positions are computer generated.

Record Type C

DESCRIPTION	MAF/WO C Record			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
TOP OF FORM	1-7	E	DOCNUM	
C08	8	A	JS3	
C09	9-12	N	JSDAT3	
C13	13-16	N	JSTIM3	
C17	17-19	E	JSEOC3	LJ, Note 1
C20	20	A	JS4	
C21	21-24	N	JSDAT4	
C25	25-28	N	JSTIM4	
C29	29-31	E	JSEOC4	LJ, Note 1
C32	32	A	JS5	
C33	33-36	N	JSDAT5	
C37	37-40	N	JSTIM5	
C41	41-43	E	JSEOC5	LJ, Note 1
C44	44	A	JS6	
C45	45-48	N	JSDAT6	
C49	49-52	N	JSTIM6	
C53	53-55	E	JSEOC6	LJ, Note 1
C56	56	A	JS7	
C57	57-60	N	JSDAT7	
C61	61-64	N	JSTIM7	
C65	65-67	E	JSEOC7	LJ, Note 1
NOT USED	68-77			
DCF	78	N	CORRC	
	79	A	RECTYP	C
NOT USED	80			

NOTE: Only the first position is entered. The second and third positions are computer generated.

Record Type D

DESCRIPTION	MAF/WO D Record			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
TOP OF FORM	1-7	E	DOCNUM	
D08	8	A	JS8	
D09	9-12	N	JSDAT8	
D13	13-16	N	JSTIM8	
D17	17-19	E	JSEOC8	LJ, Note 1
NOT USED	20-77			
DCF	78	N	CORRCD	
-	79	A	RECTYP	D
NOT USED	80			

NOTE: Only the first position is entered. The second and third positions are computer generated.

Record Type E

DESCRIPTION	MAF/WO E Record			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
TOP OF FORM	1-7	E	DOCNUM	Note 1
E08	8-12	E	MFGR1	LJ
E13	13-22	E	SER1	LJ
E23	23-37	E	PART1	LJ
E38	38-41	N	DATREM	
E42	42-46	E	TIMCY1	LJ
E47	47-51	E	TIMCY2	LJ
E52	52-56	E	TIMCY3	LJ
NOT USED	57-77			
DCF	78	N	CORRCD	
-	79	A	RECTYP	E
NOT USED	80			

NOTE: Do not enter E record if AT1 (Block A35) is equal to L, N, or W.

Record Type F

DESCRIPTION	MAF/WO F Record			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
TOP OF FORM	1-7	E	DOCNUM	
F08	8	N	INTIND	Note 1
F09	9-10	N	TDCODE	RJ
F11	11-14	N	TDCBAS	RJ
F15	15	A	TDCREV	
F16	16	N	TDCAMD	
F17	17-18	N	TDCPRT	RJ
F19	19-20	E	TDCKIT	LJ
F21	21	E	INVCDE	
F22	22-27	N	PUC	
NOT USED	28-77			
DCF	78	N	CORRCD	
-	79	A	RECTYP	F
NOT USED	80			

NOTE: Enter 1 if not blank.

Record Type G

DESCRIPTION	MAF/WO G Record			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
TOP OF FORM	1-7	E	DOCNUM	Note 1
G08	8-12	E	MFGR2	LJ
G13	13-22	E	SER2	LJ
G23	23-37	E	PART2	LJ
G38	38-42	E	TIMCY4	LJ
G43	43-47	E	TIMCY5	LJ
G48	48-52	E	TIMCY6	LJ
NOT USED	53-77			
DCF	78	N	CORRCD	
-	79	A	RECTYP	G
NOT USED	80			

NOTE: Do not enter G record if AT1 (Block A35) is equal to N or W.

Record Type H-Z

DESCRIPTION	MAF/WO H-Z Records			
SOURCE DOCUMENT	NALCOMIS			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
TOP OF FORM	1-7	E	DOCNUM	Note 1
H-Z08	8	N	FPIND	Note 2
H-Z09	9	N	AWPIND	Note 2
H-Z10	10	E	AT2	
H-Z11	11-13	N	MAL2	
H-Z14	14-18	E	MFGR3	LJ
H-Z19	19-33	E	PART3	LJ
H-Z34	34-40	E	REFSYM	LJ
H-Z41	41-42	N	QTY	RJ, ZF
H-Z43	43-44	N	PRI	
H-Z45	45-48	N	DATORD	
H-Z49	49-52	E	REQNUM	
H-Z53	53-56	N	DATREC	
NOT USED	57-77			
DCF	78	N	CORRCD	
H-Z79	79	A	RECTYP (INDEX)	Note 3
NOT USED	80			

- NOTES:**
1. Do not enter H-Z records if AT1 (Block A35) is equal to L or N.
 2. Enter 1 if not blank.
 3. Enter alpha character entered in index block. If index is blank, do not enter data on that line.

Record Type 79

DESCRIPTION	Monthly Summary Record			
SOURCE DOCUMENT	NONE			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
MASTER RECORD	1-6	E	BU/SERNO	Note 1
MASTER RECORD	7-10	E	TEC	Note 1
MASTER RECORD	11-13	E	ORG	Note 1
MASTER RECORD	14-19	N	PUC	Notes 1,10
	20-23	N	DATE	Note 2
	24-26	N	NMC HRS SCH	Note 3
	27-29	N	NMC HRS UNS	Note 3
	30-32	N	NMC HRS SUP	Note 3
	33-35	N	FLTHRS	Notes 4, 8
	36-38	N	NR FLTS	Notes 5, 8
	39-41	N	SHPOPS FLTHRS	Notes 6, 8
	42-44	N	SHPOPSNRFLTS	Notes 7, 8
	33	A	SE METER TYPE	Notes 9, 11
	34-37	N	SE UTILIZATION	Notes 3, 9
	45-47	N	EIS	Note 3
	48-50	N	EOS	Note 3
	51	E	INVCDE	Notes 12, 13
NOT USED	52-54			
	55-57	N	PMC HRS MNT	Note 3
	58-60	N	PMC HRS SUP	Note 3
	61-63	N	FMC HRS MNT	Note 3
	64-66	N	FMC HRS SUP	Note 3
	67-72	N	SCIR HRS	Note 3
NOT USED	73			
	74	N	CORRCD	Notes 2 or 10

DESCRIPTION	Monthly Summary Record			
SOURCE DOCUMENT	NONE			
SOURCE FIELD	RECORD POSITIONS	A, N, E, OTHER	DATA ELEMENT	SPECIAL INSTRUCTIONS
	75-77	E	DPCODE/SUPORG	
	78	E	AWAY	
	79-80	N	RECTYP	79

- NOTES:**
1. Obtain data from master record.
 2. Month and year of accounting period for which data is summarized (in MMY format).
 3. SCIR Reporting contains logic in determining data elements.
 4. FLT HRS = total accumulation of Block 7B-27, 33, and 39 of OPNAV 3710/4 source document rounded to nearest whole number. If total accumulation of FLTHRS is .1 or greater, reflect 1 whole hour.
 5. NR FLTS = total accumulation of Block 7B-44 of OPNAV 3710/4 source document.
 6. SHPOPS FLT HRS SHPOPSNRFLTS = total accumulation of Block 7B-27, 33, and 39 of OPNAV 3710/4 source document, rounded to nearest whole number, when OPS (Block 7B-46) is equal to A or B.
 7. SHPOPS NR FLTS SHPOPSNRFLTS = total TOT FLTTOTFLT (Block 7B-44) of OPNAV 3710/4 source document when OPS (Block 7B-46) is equal to A or B.
 8. Applies only if first position of TEC is equal to A, K, or N.
 9. Applies only if first position of TEC is equal to G, H, or S.
 10. Blank if first position of TEC is not equal to A, K, or N.
 11. Obtain data from position 1 of meter in master record.
 12. When INVCDE on equipment master record is equal to 0 (zero), do not produce 79 record for forwarding purposes.
 13. Obtain from equipment master record unless TRCODE of 03 is encountered as the last inventory transaction then enter 9.