DEPARTMENT OF THE NAVY
NAVAL SEA SYSTEMS COMMAND
WASHINGTON, DC 20362-5101

IN REPLY REFER TO

NAVSEAINST 4408.2A
OPR 04MS
3 DEC 90

NAVSEA INSTRUCTION 4408.2A

From: Commander, Naval Sea Systems Command

Subj: SHIPBUILDING AND CONVERSION, NAVY (SCN) CONSOLIDATED RESIDUAL ASSET MANAGEMENT PROGRAM (SCRAMP)

Ref: (a) MIL-STD-1339B(SH), Subj: Fitting Out Procedures, Ships
(b) NAVCOMPT Manual 035386.3
(c) NAVSEA ltr 4500 OPR:07AML Ser:07AM/158 of 14 Nov 86
(d) SSPINST 4441.7A, Subj: Fitting Out of TRIDENT Submarines; Procedures for
(e) NAVSUPINST 4440.157, Subj: Material Turned Into Store (MTIS) Manual

Encl: (1) SCRAMP Procedures
(2) Quarterly Report Format

1. Purpose. To issue revised policy and procedures for the Shipbuilding and Conversion, Navy (SCN) Consolidated Residual Asset Management Program (SCRAMP) for central management of residual assets of spares and repair parts to encompass all SCN-funded standard stock items. This is a major change to the previous instruction and should be read in its entirety.

2. Cancellation. NAVSEAINST 4408.2 of 3 June 1987.

3. Background

a. SCRAMP requires the reporting of an individual shipbuilding program's residual outfitting assets of spares and repair parts to a centralized management. The resulting central SCRAMP file ensures that Naval Supervising Activities (NSA) across all shipbuilding programs and other activities involved in the outfitting process have visibility of such assets. SCRAMP facilitates their usage of these assets for ongoing shipbuilding programs and thereby reduces new charges to outfitting funds.

b. Navy Shipbuilding Program Managers include reference (a) in contracts for ship construction, modernization, conversion, and reactivation and, in accordance with its requirements, the shipbuilder establishes a program to identify, report, control, and utilize residual outfitting material associated with the shipbuilding program.

c. SCRAMP is not to be used as a substitute for other procedures that direct activities to turn in or requisition material from the supply system.

4. Scope

a. In accordance with reference (b) this instruction applies to all SCN-funded initial outfitting programs. Other NAVSEA-funded initial outfitting programs may, at their discretion, use the policy guidance and procedures contained herein.

b. This instruction supplements procedures to identify potential residual outfitting assets and provides guidance for reporting such items to a central office for consolidation into a Navy-wide clearing house and for subsequent redistribution of SCRAMP assets.

c. This instruction shall guide Program Managers, NAVSEASYSCOM HQ staff, NAVSEA shore activities, and interfacing Navy commands and activities that are involved in the fitting-out process for new construction ships, e.g., identification and definition of ships' outfitting requirements, procurement and ordering of outfitting items, processing of outfitting items from receipt through onboard stowage and turnover to the ship's crew, and/or determination and identification of items originally intended for, but not actually included in, a ship's initial outfitting load.

d. This instruction pertains to stock numbered (NSN/NICN) spares and/or repair parts for shipboard systems and equipment that are chargeable to the SCN initial outfitting account. Procedures for reporting nonstandard residual assets are contained in reference (c).

e. Excluded from the scope of this instruction and the SCRAMP are ships outfitting items which do not fit the description of standard stock numbered spares or repair parts, Hardware Systems Command managed items, and those items listed below:

(1) locally manufactured or custom fabricated items which are not assigned a manufacturer's part number and/or a National Stock Number (NSN);

(2) hazardous material, including waste;

(3) medical material, such as controlled drugs and medicines;

(4) classified items;

(5) items which were, or would usually be, included in a ship's General Use Consumables List (GUCL) unless price, availability and/or storage costs imply reporting selected items is a prudent managerial decision;

(6) materials which are assigned a shelf life and have less than 24-months' shelf life remaining;

(7) items not in material condition code A, Ready-For-Issue (RFI).

f. Nuclear Exception. The Deputy Commander, Nuclear Propulsion Directorate (SEA 08) is responsible for all technical matters pertaining to nuclear propulsion of U.S. Navy ships and craft, including all aspects of integrating the nuclear plant into the ship system. Nothing in this instruction detracts in any way from these responsibilities. Accordingly, SEA 08 will be consulted in all matters relating to, or affecting, the nuclear propulsion plant and associated nuclear support facilities. The procedures and requirements of this instruction are, therefore, not applicable to spares and repair parts under the cognizance of the Deputy Commander for Nuclear Propulsion, SEA 08. Nuclear propulsion spares and repair parts should be handled in accordance with NAVSEA 08 instructions and directives.

g. SSBN 726 Ship Class Outfitting Program Exception. The Director, Strategic Systems Program (DIRSSP) is responsible for the SSBN 726 Ships Class Outfitting Program. Nothing in this instruction detracts in any way from these responsibilities. Reference (d) provides the program's detailed outfitting policy and guidance. Accordingly, consult DIRSSP (SP206) on all matters relating to, or affecting, the SSBN 726 Ships Class Outfitting Program. DIRSSP may, at his discretion, use the policy guidance and procedures contained herein to supplement reference (d).

5. Policy

a. Maximum utilization of residual outfitting material associated with Navy shipbuilding programs is required.

b. Outfitting material which is no longer needed for the shipbuilding program for which it was procured shall be consolidated under SCRAMP centralized management to ensure visibility and increased utilization across all Navy shipbuilding programs.

c. Residual outfitting material under SCRAMP cognizance shall be reallocated for the following requirements:

(1) Urgent Fleet requirements, i.e., in response to CASREPs, when material is not available in a timely manner from the Navy Supply System.

(2) Issue Priority Group I Work Stoppage Requisitions in response to fleet requirements, when material is not available in a timely manner from the Navy Supply System.

(3) Material requirements of Navy shipbuilding programs under the cognizance of the same Program Manager who originally authorized the procurement of the residual asset.

(4) Material requirements of other Navy shipbuilding programs.

d. Every reasonable effort shall be expended to ensure use of SCRAMP assets in direct support of ongoing NAVSEA programs prior to offering these residual assets to the Navy Supply System. SCRAMP assets, without reservation from Shipbuilding Acquisition Program Managers or Naval Supervising Activities, shall be routinely offered to the Navy Supply System.

e. SCRAMP assets will be reallocated to fill SCN material requirements without reimbursment. Shipping material to the SCRAMP Central Point is to be charged to Second Destination Transportation O&MN or Navy Stock Fund. Shipping material from the SCRAMP Central Point to another SCN program is an SCN Outfitting charge. Shipping material from the SCRAMP Central Point to the Navy Supply System is to be charged to Navy Stock Fund or the Second Destination Transportation Account. (Based on the cognizance symbol of the material.) In general, the receiving program's cost avoidance (from not having to procure the items that it receives from SCRAMP) will offset SCRAMP expenses.

f. SCRAMP assets shipped to fill CASREP or Work Stoppage requirements will move via appropriate priority shipment. All other items will be shipped by the lowest cost, traceable method available. Shipping cost will be paid by the requesting activity.

6. Responsibilities. The Deputy Commander for Fleet Logistics Support (SEA 04) is responsible for NAVSEA material management programs. The Material Support Division (SEA 04MS) is assigned management responsibility for SCRAMP, including authority to arrange for SCRAMP centralized inventory storage locations.

7. Action

a. The Naval Supply Systems Command Material Turned Into Store (MTIS) program will provide advance funding to the Intra-Fleet Supply Support Operations Program (ISSOP) while the Navy Stock Fund acceptance of offered SCRAMP residual assets will generate offsetting credits that will balance MTIS funding for ISSOP.

b. Shipbuilding Acquisition Program Managers. Shipbuilding Acquisition Program Managers (SHAPM) shall take the following actions to implement and participate in the SCRAMP.

(1) Incorporate the requirements specified in reference (a), paragraph 5, into all shipbuilding contracts initiated. Require that the shipbuilder-prepared Outfitting Operations Plan for ships under such contracts include guidelines, procedures and schedules for identifying, reporting, controlling, and utilizing residual outfitting material associated with the shipbuilding program's ships at the builder's shipyard.

(2) Direct and ensure that holders of excess residual outfitting material associated with the shipbuilding program (e.g., Supervisors of Shipbuilding, Land-based Test Facilities, In-Service Engineering Agents, and system and/or equipment manufacturers) participate in SCRAMP and other Navy programs, as applicable, for redistributing such material to other shipbuilding programs, system and/or equipment interim material support programs, and the Navy Supply System.

(3) Authorize and direct the shipment of excess residual outfitting material to SCRAMP central inventory location(s).

c. Naval Supervising Activity (NSA). In conjunction with contracts for shipbuilding programs, the NSA shall take the following actions to implement and participate in SCRAMP, adhering to the procedures in enclosure (1).

(1) Strictly enforce requirements in the shipbuilding contract and/or its subordinate documents, e.g., Outfitting Operations Plan, that require the shipbuilder to identify, report, control, and utilize excess and residual outfitting material associated with the ships under the contract at the builder's shipyard. As necessary, provide guidelines, schedules, and directions to facilitate the shipbuilder carrying-out such responsibilities and functions.

(2) Ensure that residual outfitting assets are segregated by individual shipbuilding program in the builder's yard to facilitate identification and reporting of those which are excess and to expedite shipment of residual outfitting material to the central SCRAMP location.

(3) Screen SCRAMP files for availability of assets prior to ordering new material for SCN programs.

d. Intra-Fleet Supply Support Operations Program (ISSOP). ISSOP efforts, under the direction of the Fitting Out Supply Support Assistance Center (FOSSAC), consist of shore activity administrative and technical services performed by Intra-Fleet Supply Support Operations Teams (ISSOT) San Diego, CA and Charleston, SC. These efforts in support of SCRAMP are in accordance with procedures listed in enclosures (1) and (2).

e. Navy Ships Parts Control Center (SPCC). In accordance with its established policies and procedures, SPCC Mechanicsburg, PA will take the following actions to implement and participate in SCRAMP:

(1) Initiate all screens for CASREP and Issue Priority Group I Work Stoppage requirements.

(2) Prepare and provide Incremental Stock Number Sequence Lists (ISNSL), Coordinated Shipboard Allowance Lists (COSAL) and associated output products (cards, tapes, listings) for shipbuilding programs at the scheduled times and in the formats and media that the cognizant NSA requests.

(3) Accept SCRAMP computer tapes and/or reports of available assets and make such information available to SPCC Program and Inventory Managers for use when handling requisitions for material needed to correct CASREPs or Work Stoppages. Authorize such managers to use the available SCRAMP assets to fulfill these requirements when Navy Supply System assets cannot be made available for such purpose in a timely manner. Approve subsequent transfer of funds to reimburse the SCN account for such SCRAMP issued items.

(4) Screen residual assets that SCRAMP declares excess and authorize and direct the transfer of such assets that the Navy Stock Fund requires to the nearest Navy stock point. Defense Logistics Agency (DLA) cognizance material considered excess will be offered to DLA inventory managers in accordance with MTIS policy.

8. Concurrence. The Commander, Naval Supply Systems Command, concurs with this instruction.

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SCRAMP PROCEDURES

1. Procedures. The procedures for reporting Navy shipbuilding program residual outfitting assets to the Shipbuilding and Conversion, Navy (SCN) Consolidated Residual Asset Management Program (SCRAMP), for requesting screening of SCRAMP assets, and for the Intra-Fleet Supply Support Operations Program (ISSOP) issuing and shipping available items are given below.

2. NSA Procedures. NSA shall report, transfer, and request screening of residual assets as follows:

a. Residual Outfitting Assets. Within 90 days after the delivery of each ship, determine which residual outfitting assets at the building shipyard are excess to the concerned shipbuilding program at that site, regardless whether such outfitting materials are for Contractor Furnished Equipment (CFE) or Government Furnished Equipment (GFE). Report such assets to the ISSOP Program Managers or Deputy Program Managers.

b. Incoming SCRAMP Shipping Instructions. Obtain shipping instructions for material being transferred to SCRAMP by telephoning ISSOP Program Manager or Deputy Program Manager at: (A) 564-1938 or (C) (804) 444-1938/4426.

c. Packaging and Documenting Incoming SCRAMP Items. Monitor packaging and shipping of residual outfitting assets transferred to the SCRAMP central location, as directed by the ISSOP Program/ Deputy Program Manager. Document such shipments on DD Form 1149, Requisition and Invoice and/or Shipping Document. On the form, identify the line items being shipped, listing for each item Commercial and Government Entity (CAGE) and part number, National Stock Number (NSN) (when available), item nomenclature, unit of issue, quantity, and unit price (see paragraph 3). Summarize the entries by citing the number of line items, the approximate dollar value of the shipment, and the shipbuilding program from which the items come. Certify that no classified, non-RFI, medical, hazardous material or waste are included. Forward copies of the form as a packing list with the shipment. Provide an advance copy, under separate cover, to ISSOT at the central SCRAMP location, and retain a copy for Supervisor of Shipbuilding (SUPSHIP) files.

d. Request for SCRAMP Screening. For shipbuilding programs under their cognizance NSAs shall request the screening of SCRAMP files for the availability of spares and repair parts to fill any portion of program requirements. Provide ISSOT Charleston with a magnetic tape in NAVSUP Form 1109 image for mechanized screening against the SCRAMP data base, a hard copy listing of tape entries, and a covering DD Form 1149. Specify whether a requirement is for

Government Furnished (GF) or Contractor Furnished (CF) outfitting assets and identify the intended ship.

e. Shipping Instructions for SCRAMP Material. Provide ISSOT with shipping instructions for items to be furnished from SCRAMP. Include the following: destination, complete shipping address, name and UIC of receiving ship, desired special markings on packages and shipping documents, and the name, code, and telephone number of a cognizant point of contact.

f. Monitoring of SCRAMP Issues to Shipbuilders. Retain copies of the DD Form 1149 that ISSOT provides, showing SCRAMP issues to shipbuilders of material to fill a ship's CF requirements. Compare such listings against the shipbuilder's billings to ensure that the government is not billed for SCRAMP issued material. Where such issues warrant, reduction of contract price will be negotiated in accordance with existing procedures.

g. Monitoring of SCRAMP Receipts. Conduct and document quality control checks of SCRAMP receipts, both CF and GF, to ensure material is ready-for-issue when received.

3. ISSOP Procedures. ISSOP, under the auspices of FOSSAC, shall take the following actions to implement and participate in the SCRAMP:

a. SCRAMP Inventory. Establish and operate the central SCRAMP inventory location(s): receiving residual outfitting assets from shipbuilding programs, exercising inventory control over the items, ensuring that items are properly identified, preserved, marked, and packaged for shipboard storage, preparing and shipping items, and providing periodic statistics on, and reports of, such operations.

b. SCRAMP Management Information System (MIS). Establish, operate, and maintain current a computerized SCRAMP management information system. Report all receipts and document all issues. Provide a quarterly summary to NAVSEA (SEA 04MS) that reports receipts, issues, and status of SCRAMP assets. Enclosure (2) provides the format for this report.

c. Asset Visibility to SPCC. Provide asset listings and tapes to SPCC program and inventory managers for use when handling requisitions for materials needed to correct CASREPs and work stoppages.

d. Screening Process. Accept NSA forwarded Incremental Stock Number Sequence Lists (ISNSL) and Coordinated Shipboard

Allowance List (COSAL) tapes and/or other tapes in NAVSUP Form 1109 image. Screen the NAVSUP Form 1109 tapes against SCRAMP assets and process the results into fills and shortages tapes.

(1) Return original tape in the same format as received. Prepare a fills listing for the NSA. Prepare a shortages tape and listing and forward to the designated Outfitting Supply Activity (OSA) unless otherwise specified by the NSA.

(2) Screen requests on a Fill-or-Kill basis. There will be no preliminary preview of SCRAMP assets.

e. Issues of SCRAMP Items. Issue assets in response to requests from authorized users. Such users include SPCC, which may request assets on behalf of ships which require material to correct CASREPs or Issue Priority Group I Work Stoppage Requisitions and NSA and/or SHAPMs who exercise cognizance over a shipbuilding program for new construction ships. Prepare and ship items in accordance with the following time frames:

Type Material	Acceptable Processing Time
CASREP Material	Within 1 day of receipt of authorization
Work Stoppage Material	Within 1 day of receipt of authorization
Initial Outfitting Material	Within 90 days
Material for Other Users	As mutually agreed or within 90 days

f. Pricing CF Issues. Using the last receipt price, or in its stead, the estimated price built into the data base, price SCRAMP issues to shipbuilders for a ship's CF items. These documents will contain unit and extended prices for document price summarization (See paragraph 2c).

g. Ready-for-Issue Condition. Inspect SCRAMP items selected for issue and, as necessary, preserve, mark, package, and prepare for issue prior to packing shipment.

h. Shipping Mode and Address. Ship SCRAMP material as the requesting NSA or other authorized activity directs.

i. SCRAMP Shipments (CF). Shipments will be made directly to the shipbuilder accompanied by a shipment listing. A copy of this listing will be provided to the NSA under separate cover. The NSA

will maintain copies of all contractor SCRAMP shipment listings to ensure that the government is not billed for the material at the end of the contract.

j. Shelf Life Material. Screen all shelf life material prior to issue to ensure material has a minimum of 12-months' shelf life remaining prior to expiration.

SCRAMP QUARTERLY REPORT

ACTIVITY _____ INCLUSIVE DATES OF REPORT _____

REPORT DATE _____

1. Beginning (On-Hand) Balance:

	Records	Value

2. Receipts:

Hull/Class	Records	Value
a.		
b.		
c.		

3. Issues:

SCN Redistribution (Hull/Class)	Records	Value
a.		
b.		
c.		

CASREP Response	Records	Value
a.		
b.		
c.		

Work Stoppage Response	Records	Value
a.		
b.		
c.		

Other	Records	Value

4. Authorized returned to the Supply System (MTIS):

For Credit	Records	Value
a.		

Not for Credit	Records	Value
b.		

		Records	Value
5.	Transferred to Disposal:		
6.	Ending Balance		

		Records	Value
7.	Cumulative Totals (YTD):		
	a. Receipts		
	b. Issues		
	c. Turn-ins		
	d. Disposal		