

**BY ORDER OF THE COMMANDER
HILL AIR FORCE BASE (AFMC)**



**AIR FORCE MANUAL 23-110
VOLUME 2, PART 2, CHAPTER 25
HILL AIR FORCE BASE
Supplement 1
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Supply

BENCH STOCK SUPPORT

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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Maintain and dispose of records created as a result of prescribed processes in accordance with AFMAN 37-139, *Records Disposition Schedule*.

AFMAN 23-110, Volume 2, Part 2, Chapter 25, is supplemented as follows:

25.4.6. (Added). Hazardous Material. Hazardous material will not be authorized or stored on bench stock.

25.9. Supported activities will coordinate with the Bench Stock Support Section (BSSS) when reorganizing bins left empty when items are deleted.

25.10.3. Supported activities will color code labels in accordance with applicable directive.

25.11.1.5. Supported activities are responsible for weekly walk-throughs, inventory and binning of bench stock.

25.16.2. Supported activities are responsible for physically reviewing and coordinating with BSSS when bins are at 50 percent or less of the authorized quantity indicating a need for replenishment.

25.16.2.2. Supported activities are responsible for identifying excess items to BSSS for possible turn-in.

25.16.3. Supported activities are responsible for weekly walk-throughs and coordinating with BSSS when bins are 50% of their authorized quantity.

25.16.3.1. Activities operating a SBSS or CAMS terminal may elect to input routine requests. Weekly walk-throughs are the responsibility of the supported activity.

25.16.3.2. BSSS provides routine bench stock replenishment request processing and terminal training.

25.17.1. Supported activities are responsible for weekly walk-throughs, inventory and binning.

25.17.2.2. Urgent Bench Stock requirements are submitted to BSSS. BSSS is tasked for delivery of items.

25.28. Use of HHT equipment has been discontinued. Reviews of items in bench stock are now performed manually.

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