

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



**AIR FORCE MANUAL 24-307
HILL AIR FORCE BASE
Supplement 1
22 MARCH 2001**

Transportation

**PROCEDURES FOR VEHICLE
MAINTENANCE MANAGEMENT**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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SUMMARY OF REVISIONS

This revision realigns paragraph 7.35. Bullet (Added) to paragraph 7.33.18 (Added). An * indicates a revision from the previous edition.

AFMAN 24-307, 1 February 2000, is supplemented as follows:

3.67.1. *OO-ALC Form 269, Automotive Materials Request*, will be used as the parts ordering form to procure and track parts ordered from the Contractor Operated Parts Store (COPARS) Contractor. Completion of *OO-ALC Form 269* will be accomplished by Material Control Section (75 TRANS/LGTMP) personnel. 75 TRANS/LGTMP writes up the request to COPARS on *OO-ALC Form 269* and sends the white, green, and yellow copies to COPARS. The COPARS then annotates the yellow copy with the estimated delivery date (EDD) and returns it to 75 TRANS/LGTMP. The green copy is returned to 75 TRANS/LGTMP along with the items ordered. COPARS maintains the white copy for their records. 75 TRANS/LGTMP maintains the pink copy for their records.

*7.33.18 (Added). *OO-ALC Form 269, Automotive Materials Request*.

BRADLEY K. HIGGINBOTHAM, Col, USAF
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