

Area: Readiness	SME:	DATE:
Responsibility (R2): Help the company supply sergeant determine authorizations and forecast NBC equipment to support training.		
Steps / Procedures	Local POC	Remarks/References
<p>*Identify equipment and BII needed to complete training by researching all associated authorization documents ie, MTO&E or TDA, equipment TM's, AR's, FM's, TB's, SB's. This will ensure that all proper tools and required maintenance parts, and correct cleaning supplies are identified.</p>	<p>Co NBC Off; BN NBC Off/NCO; Supply NCO</p>	<p>AR 350-41; FM 3-series; MTO&E; TDA; Equipment TM's; TB's; SB's</p>
<p>*Track shelf life items by preparing a chart depicting these items: Item name, date produced/manufactured, expiration date and reorder date (allow 3 to 6 months) .</p> <p>*First in, first out.</p>	<p>Co NBC Off; BN NBC Off/NCO; Supply NCO</p>	<p>AR 350-41; FM 3-series; MTO&E; TDA; Equipment TM's; TB's; SB's</p>
<p>*Cross level with sister units if possible</p>	<p>Co NBC Off; BN NBC Off/NCO; Supply NCO</p>	<p>AR 350-41; FM 3-series; MTO&E; TDA; Equipment TM's; TB's; SB's</p>
<p>*Put request for needed supplies into supply in a timely manner so as to have them in time for training.</p> <p>*Ensure that all consumable supplied be placed on order.</p>	<p>Co NBC Off; BN NBC Off/NCO; Supply NCO</p>	<p>AR 350-41; FM 3-series; MTO&E; TDA; Equipment TM's; TB's; SB's</p>