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Army Center of Excellence, Subsistence



# The Army Food Service Management Information System - AFMIS -

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## Equipment Replacement Process

“Making the system work for you.”

### Lesson Two



Automation



Budgeting



Time Management



Presentation Created By:  
AFMIS Training Department,  
ACES

734-3373

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# Equipment Replacement Process

## Step One: Setting up Records for Budgeting

- Dining Facility Allowances.
  - ✓ Authorization Table – CTA 50-909
- Dining Facility Design Capacity.
  - ✓ Per Dining Facility
- Areas in the Dining Facility.
  - ✓ Number of Areas – Dishwashing, etc.
- Accurate Dining Facility Records.
  - ✓ View and Edit Discrepancies



Ensure Design Specifications are accurate for each Facility on the Installation.



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The Army Food Service Management Information System

Food Program Manager

# Equipment Replacement Process

## Food Program Manager

### IFA Options Screen

```
IFA OPTIONS: _ A B C D E F X
Management Information Reports
DATE: 15 Mar 96      INSTALLATION FOOD ADVISOR COMMAND MENU      AJK-161
----- Press F8 for Help -----
OPTION CODE  RING MENU SELECTION OPTIONS
      A      MANAGEMENT INFORMATION REPORTS
      B      MANAGEMENT INFORMATION INQUIRIES
      C      INSTALLATION FILE MAINTENANCE
      D      DATA CONVERSION
      E      EQUIPMENT REPLACEMENT PROCESS
      F      RANDOM SURVEY PROCESS
      X      SIGN OFF IFA SUBSYSTEM
SELECT DESIRED PROCESS BY ENTERING APPROPRIATE RING MENU OPTION CODE:
```

Begin by selecting Equipment Replacement Process.



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The Army Food Service Management Information System

# Equipment Replacement Process

## Equipment Replacement Options

```
Equipment Replacement Program: A B R X
Update authorization, catalog, inventory, and inflation data
DATE: 15 Mar 96          EQUIPMENT REPLACEMENT PROGRAM MENU          AJK-182
----- Press F8 for Help -----

      OPTION CODE  RING MENU SELECTION OPTIONS
              A      FILE MAINTENANCE MENU
              B      REPORTS MENU
              R      RETURN TO IFA COMMAND MENU
              X      EXIT FROM IFA PROCESSING

SELECT DESIRED PROCESS BY ENTERING APPROPRIATE RING MENU OPTION CODE:
```

Next, Select the File Maintenance Menu Option.



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Food Program Manager

# Equipment Replacement Process

## Food Program Manager

### File Maintenance

```
Equipment Replacement File Maintenance: A B C D R X
Update NSN - LIN cross-reference and equipment life expectancy
DATE: 10 Mar 96      EQUIPMENT REPLACEMENT FILE MAINTENANCE MENU      AJK-152
----- Press F8 for Help -----
OPTION CODE      DESCRIPTION      OPTION CODE      DESCRIPTION
  A      NSN / LIFE EXPECTANCY      R      RETURN TO EQUIPMENT
  B      INVENTORY      REPLACEMENT PROGRAM MENU
  C      DINING FACILITY DESIGN      X      EXIT FROM IPA PROCESSING
  D      SPECIFICATIONS
      EQUIPMENT RECORD ACCESS

SELECT DESIRED PROCESS BY ENTERING APPROPRIATE RING MENU OPTION CODE:
```

Your next Selection is Dining Facility Design Specifications.



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# Equipment Replacement Process

## Food Program Manager

### Select Dining Facility

```
DATE: 15 Mar 96                SELECT BUILDING                AJK-132

      BUILDING          ACTIVITY          DINING FACILITY NAME
      NUMBER           CODE

11100          111INF          1/11TH INF BN
11500          115INF          1/15TH INF BN
11600          116INF          1/16TH INF BN
12100          121INF          1/21ST INF BN
12800          128INF          1/28 INF BN
13100          131INF          1/31ST INF BN
13400          134INF          1/34 INF BN
14100          141ORD          1/41ST INF BN
16100          161INF          1/61ST INF BN
17700          177AGB          1/77TH AGB BN

Use ARROW keys to move cursor, ESCAPE to make selection.
Press <F3> to scroll forward; <F4> to scroll backward; <DELETE> to exit.
```

(F5) Select a Building – Activity Code.



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# Equipment Replacement Process

## Basis of Issue - Design Capacity

```
DATE: 15 Mar 96          UPDATE DESIGN SPECIFICATIONS          AJK-221
                        FOR BUILDING 11100

ACTIVITY CODE: 111INF
DINING FACILITY NAME: 1/11TH INF BN

DESIGN CAPACITY: 1200          DESIGN ERA CODE: A
                                NUMBER IN THIS
                                DINING FACILITY

BASIS OF ISSUE

F3 - scroll forward, F4 - scroll back, Esc - save, Del - interrupt
```

Update Design Capacity – Design Era Code (If Needed).



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Food Program Manager

# Equipment Replacement Process

## Food Program Manager

### Basis of Issue - Number in Facility

```
DATE: 15 Mar 96          UPDATE DESIGN SPECIFICATIONS          AJK-221
                        FOR BUILDING 11100

ACTIVITY CODE: 111INF
DINING FACILITY NAME: 1/11TH INF BN

DESIGN CAPACITY: 1200          DESIGN ERA CODE: A

BASIS OF ISSUE                                NUMBER IN THIS
DINING FACILITY MAIN ENTREE BACKUP             DINING FACILITY
DINING FACILITY SHORT ORDER BACK UP           0
DISHWASHING AREAS                             0
KITCHEN AREAS                                  0
MAIN ENTREE SERVING AREAS                      0
NONPERISHABLE STORAGE AREAS                   0

F3 - scroll forward, F4 - scroll back, Esc - save, Del - interrupt
Enter number of DINING FACILITY MAIN ENTREE BACKUP in this dining facility.
```

Enter in, or update, the Number of Areas in the Facility.  
Information is used on various Replacement and Budget Reports



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# Equipment Replacement Process

## Step Two: Ensure Records are Accurate

- **Accessing Dining Facility Equipment Records.**
  - ✓ Serial Numbers
  - ✓ Accuracy
- **Updating Records.**
  - ✓ Other Equipment
  - ✓ Electrical / Mechanical Equipment
- **Deleting and Transferring Equipment.**
  - ✓ Turned-in
  - ✓ From one Building to another



It is not necessary for Dining Facilities to “Delete” records when equipment is transferred.



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**The Army Food Service Management Information System**

**Food Program Manager**

# Equipment Replacement Process

## Food Program Manager

### IFA Options Screen

```
IFA OPTIONS: _ A B C D E F X
Management Information Reports
DATE: 15 Mar 96      INSTALLATION FOOD ADVISOR COMMAND MENU      AJK-161
                        Press F8 for Help
-----
OPTION CODE  RING MENU SELECTION OPTIONS
      A      MANAGEMENT INFORMATION REPORTS
      B      MANAGEMENT INFORMATION INQUIRIES
      C      INSTALLATION FILE MAINTENANCE
      D      DATA CONVERSION
      E      EQUIPMENT REPLACEMENT PROCESS
      F      RANDOM SURVEY PROCESS
      X      SIGN OFF IFA SUBSYSTEM
SELECT DESIRED PROCESS BY ENTERING APPROPRIATE RING MENU OPTION CODE:
```

Begin by selecting Equipment Replacement Process.



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# Equipment Replacement Process

## Equipment Replacement Options

```
Equipment Replacement Program: A B R X
Update authorization, catalog, inventory, and inflation data
DATE: 15 Mar 96          EQUIPMENT REPLACEMENT PROGRAM MENU          AJK-182
----- Press F8 for Help -----

      OPTION CODE  RING MENU SELECTION OPTIONS
              A      FILE MAINTENANCE MENU
              B      REPORTS MENU
              R      RETURN TO IFA COMMAND MENU
              X      EXIT FROM IFA PROCESSING

SELECT DESIRED PROCESS BY ENTERING APPROPRIATE RING MENU OPTION CODE:
```

Next, Select the File Maintenance Menu Option.



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Food Program Manager

# Equipment Replacement Process

## Food Program Manager

### File Maintenance

```
Equipment Replacement File Maintenance:  A B C D R X
Update NSN - LIN cross-reference and equipment life expectancy
DATE:  10 Mar 96      EQUIPMENT REPLACEMENT FILE MAINTENANCE MENU      AJK-152
----- Press F8 for Help -----
OPTION CODE      DESCRIPTION      OPTION CODE      DESCRIPTION
  A      NSN / LIFE EXPECTANCY      R      RETURN TO EQUIPMENT
  B      INVENTORY                  REPLACEMENT PROGRAM MENU
  C      DINING FACILITY DESIGN    X      EXIT FROM IPA PROCESSING
  D      EQUIPMENT RECORD ACCESS
SELECT DESIRED PROCESS BY ENTERING APPROPRIATE RING MENU OPTION CODE:
```

Your next Selection is Inventory.



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# Equipment Replacement Process

## Food Program Manager

### Select Dining Facility

```
DATE: 15 Mar 96                SELECT BUILDING                AJK-132

      BUILDING          ACTIVITY          DINING FACILITY NAME
      NUMBER            CODE

11100          111INF          1/11TH INF BN
11500          115INF          1/15TH INF BN
11600          116INF          1/16TH INF BN
12100          121INF          1/21ST INF BN
12800          128INF          1/28 INF BN
13100          131INF          1/31ST INF BN
13400          134INF          1/34 INF BN
14100          141ORD          1/41ST INF BN
16100          161INF          1/61ST INF BN
17700          177AGB          1/77TH AGB BN

Use ARROW keys to move cursor, ESCAPE to make selection.
Press <F3> to scroll forward; <F4> to scroll backward; <DELETE> to exit.
```

(F5) Select a Building – Activity Code.



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# Equipment Replacement Process

## Food Program Manager

### Update Facility - Select Type

```
Select equipment type: A B R X
Update inventory of mechanical or electrical equipment.
DATE: 15 Mar 96                SELECT EQUIPMENT TYPE                AJK-183
                                FOR BUILDING 12800
----- Press F8 for Help -----

      OPTION CODE  RING MENU SELECTION OPTIONS
          A        ELECTRICAL OR MECHANICAL EQUIPMENT
          B        OTHER EQUIPMENT
          R        SELECT DINING FACILITY / INTERRUPT PROCESSING
          X        EXIT FROM PROCESSING

SELECT DESIRED PROCESS BY ENTERING APPROPRIATE RING MENU OPTION CODE:
```

Select Electrical or Mechanical Equipment.



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# Equipment Replacement Process

## Food Program Manager

### Update Facility - Select Method

```
Update electrical or mechanical equipment: _ A B R X
Add or modify equipment records.

DATE: 15 Mar 96          UPDATE ELECTRICAL OR MECHANICAL EQUIPMENT          AJK-195
                        IN BUILDING 12800
----- Press F8 for Help -----

      OPTION CODE  RING MENU SELECTION OPTIONS
          A        ADD OR MODIFY EQUIPMENT RECORDS
          B        DELETE EQUIPMENT RECORDS
          R        RETURN TO SELECT EQUIPMENT TYPE MENU
          X        EXIT FROM PROCESSING

SELECT DESIRED PROCESS BY ENTERING APPROPRIATE RING MENU OPTION CODE:
```

Select Add or Modify Equipment Records.



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# Equipment Replacement Process

## Update Facility - Enter Serial Number

```
DATE: 15 Mar 96          UPDATE EQUIPMENT INVENTORY          AJK-192
                        FOR BUILDING 12800

SERIAL NUMBER:          NSN:      -   -   -
ITEM NAME:             LIN:

MANUFACTURER:          MODEL NUMBER:
ACQUISITION YEAR:     LIFE EXPECTANCY:
ACQUISITION COST:     ENERGY SOURCE CODE:
NEW LOCATION:
REMARKS:
```

Enter in the Serial Number of the Record to Update.

Food Program Manager



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# Equipment Replacement Process

## Update Facility Records

```
DATE: 15 Mar 96          UPDATE EQUIPMENT INVENTORY          AJK-192
                          FOR BUILDING 12800

SERIAL NUMBER: 445566          NSN: 1111 - 12 - 345 - 5678
                                LIN: ABC123
ITEM NAME: COMBI OVEN WITH
          SOLAR WARMING TRAY
MANUFACTURER: HUBERT          MODEL NUMBER: M-30
ACQUISITION YEAR: 1995          LIFE EXPECTANCY: 50
ACQUISITION COST: $2345.67      ENERGY SOURCE CODE: A
NEW LOCATION:
REMARKS:
EQUIPMENT IS DUE FOR REPLACEMENT - REPAIRED 6 TIMES IN THE MONTH OF FEBRUARY.
DEL SUGGESTS REPLACEMENT PRIOR TO REQUIRED REPLACEMENT YEAR-2030.
```

Update Equipment Records as Needed. Ensure ALL entries are accurate.



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# Equipment Replacement Process

## Step Three: - Verifying Access and Accuracy

- **Access Dining Facility Records.**
  - ✓ Serial Numbers- Not Needed
  - ✓ LIN - Verification
  - ✓ NSN - Verification
  
- **Access to Other Equipment.**
  - ✓ Other Equipment Menu
  - ✓ List of LINS



Serial Numbers are not required to verify Access to LIN/NSN. Do Not Save records when verifying entries.



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**The Army Food Service Management Information System**

**Food Program Manager**

# Equipment Replacement Process

## Food Program Manager

### Update Facility Records

```
DATE: 15 Mar 96          UPDATE EQUIPMENT INVENTORY          AJK-192
                        FOR BUILDING 12800

SERIAL NUMBER:          [REDACTED]          NSN: 1111 - 12 - 345 - 5678
                                                LIN: ABC123
ITEM NAME: COMBI OVEN WITH
                SOLAR WARMING TRAY
MANUFACTURER: HUBERT          MODEL NUMBER: M-30
ACQUISITION YEAR: 1995          LIFE EXPECTANCY: 50
ACQUISITION COST: $2345.67          ENERGY SOURCE CODE: A
NEW LOCATION:
REMARKS:
EQUIPMENT IS DUE FOR REPLACEMENT - REPAIRED 6 TIMES IN THE MONTH OF FEBRUARY.
DEL SUGGESTS REPLACEMENT PRIOR TO REQUIRED REPLACEMENT YEAR-2030.
```

- Leave Serial Number Blank.
- Enter in either the LIN or the NSN to verify access.
- DO NOT Save Record



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# Equipment Replacement Process

## Step Three: Verifying Access and Accuracy

- Food Service Decision Support System (DSS).

LIN currently in AFMIS

Equipment Detail – Summary Report

Food Service Decision Support System		
LIN Listing		
Installation: Ft. Anywhere		
Reporting Period: Fiscal Year 10/1/2003 through 9/30/2004		
Description	LIN(s)	ME
BANQUETTE TUBULAR STL FRAME UPHOLSTERED WALL TYPE	90734N	N
BASKET TABLEWARE WASHING SILVER 19 1/2W X 19 1/2L X 8	B41003	N
BIN INGREDIENT MOBILE	B63701	N
BOOTH DOUBLE ISLAND: TUBULAR STEEL FRAME UPHOLSTERED ART LEATHER(NOTE 2) --OR--		
BOOTH SINGLE ISLAND: BLACK TUBULAR STEEL FRAME ART LEATHER UPHOL(NOTE 2)	C09671 C09676	N
BOWL FOOD MIXING W/O COVER	B12331	Y

(Sample LIN Listing)

Food Service Decision Support System						
Equipment Detail						
Installation: Ft. Anywhere						
Reporting Period: Fiscal Year 10/1/2003 through 9/30/2004						
Name	LIN	Unit	Authorized	On-Hand	Over/Short	Quantity
MENU DISPLAY SYSTEM	90164H	1ST DEEDBY FAC	0	2		2
		DIWARTY DES FAC	0	1		1
RESEAT BOARD: OVERHEAD 20 FRAMEWORK 1 PICEE PLEGGGLASS (USED: W/OLN F1820, FROM WHEN I.O LN F1825, F1826, F1827)	80983H	Down	?	0		(?)
CASEKIT (WHEN CLASSIFIED AS EQUIPMENT-REPLACE PER FACILITY LISTED IN APPENDIX E WAS DESTAGLATION COMMANDER AS THE MOST APPROPRIATE COVERED)	91857H	DIWARTY DES FAC	0	2		2
COUNTER: SIGNATURE WOOD-DRAIN LAMINATED PLASTIC SIDES AND TOP(NOTE 4)	91501H	Down	?	0		(?)
		10TH AVON AIRFIELD	1	0		(1)
		DIWARTY DES FAC	0	1		1

(Sample Summary Report)



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# Equipment Replacement Process

## Conclusion – Setting up Records for Budgeting

- **Design Specifications.**
  - ✓ Per Facility on Installation
  - ✓ Used by Various Reports
  
- **Equipment Records Accuracy.**
  - ✓ Updating Facility Equipment Inventories
  - ✓ Accurate Information
  
- **Verifying Records Access.**
  - ✓ Verifying through Equipment Inventory Process
  - ✓ Verify through DSS

Accurate Design Specification and Equipment Records will ensure accurate Replacement and Budget Reports.





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# The Army Food Management Information System - AFMIS -

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## Equipment Replacement Process

“Making the system work for you.”

### End of Lesson Two



Automation



Budgeting



Time Management



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