

3. Model stock levels.--a. A model stock level for reception centers will be established in terms of number of days' supply, based on the average estimated induction rate of a particular reception center. The model stock will be limited to the amount of storage space available to the reception center but will in no event exceed 10 days' supply. The initial levels and revisions thereof will be determined by agreement between the reception center and station commanders.

b. The reception center commander will convert the above into a model stock in definite quantities on each item and size of clothing and individual equipment to be carried in the reception center stocks. The tariff to be used for establishment of levels of sized items will be based upon the issue experience of the reception center as provided in paragraph 56b(3), TM 38-220.

4. Reorder point.--A reorder point for a reception center as defined in paragraph 19, TM 38-220, will not exist. Items will be reordered based upon issues as explained in paragraph 5.

5. Requisitions.--a. Requisitions will be submitted periodically. The frequency of requisitions will be determined by agreement between the reception center and station commanders, and generally should be calculated on the basis of $1/3$ the period of time for which the model stock level is established: that is, if the level is a 6-day level, requisitions should be placed every other day; if the level is a 9-day level, requisitions should be placed every 3 days; if the level is a 10-day level it should also be placed every third day.

b. Requisitions will be submitted on W.D., A.G.O. Form No. 446. They will be prepared in triplicate, the first page showing the number of pages forming the requisition, and will be distributed as follows:

(1) Original and second copy to the station supply officer concerned.

(2) Third copy retained by the reception center.

c. Upon issue of the supplies to the reception center, the following procedure will be observed:

(1) The original requisition will be receipted by the reception center supply officer or his representative and returned to the property officer concerned for use by the latter as a voucher for dropping property from the stock record cards.

(2) The second copy showing quantities issued and those items not available and canceled will be returned to the reception center, indicating action taken.

d. The original requisition will not be considered a valid voucher for the property account unless all unfilled spaces in the "Approved" column have been crossed out. Any quantities called for but not issued will be marked "0". This procedure will be followed at the time of issue.

6. Due-in procedure.--Quantities called for on reception center requisitions which are not immediately available will not be back-ordered