

AMRO

Procurement in Support of MOL Development, 30 September 1965

USAF School of Aerospace Medicine

1. One of the problems which must be solved for AMD to adequately support the Manned Orbiting Laboratory development program is the rapid procurement of short lead time items. In a development program of this nature with short deadlines for finished products, the delays in the development engineer receiving required items must be kept at a minimum. A recent review of procurement procedures within this Headquarters has resulted in the following arrangements.

a. Requirements should be programmed as far in advance as possible.

b. When time allows, procurement will be through normal channels.

c. For those items required on short notice the requisition will be stamped "MOL" and will be handcarried through appropriate channels to initiate procurement. Requisitions so stamped will be given priority. As soon as appropriate, contact will be made between the requestor and Procurement to give Procurement as much lead time as possible. Telephone and air freight will be used to expedite the delivery date of these items.

d. If the number of short lead time requests in support of MOL become significant, appropriate representatives of the Comptroller and Procurement offices will be collocated to minimize administrative delays.

2. Request your organization effect procedures similar to the above and designate points of contact to expedite the procurement of short lead time requirements.

3. If additional personnel are required to effect these procedures, they should be identified in the next revision (approximately four months) of the MOL Preliminary Technical Development Plan.

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Vice Commander

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