DOD MILSPETS: DFSP INVENTORY ACCOUNTING DOCUMENT AND END-OF-MONTH REPORT

1. INSTALLATION NAME	2. DODAAC	3. TRANSACTION TYPE

PART I - END OF MONTH (EOM) INVENTORY SUMMARY REPORT

4. GRADE CODE	5. ACCOUNTING MONTH/YEAR *(MMM, YYYY)*

	6. BEGINNING INVENTORY *(Previous month ending physical inventory)*
	7. RECEIPTS
	8. CREDITS
	9. POSITIVE ADJUSTMENTS *(Determinable gains, regrades into this product ledger)* *(NOTE: Do not include any EOM total operating gain here.)*
	10. SUBTOTAL *(Beginning Inventory + Receipts, Credits and Positive Adjustments)*
	11. SALES
	12. SHIPMENTS
	13. NEGATIVE ADJUSTMENTS *(Determinable losses, regrades out of this product ledger)* *(NOTE: Do not include any EOM total operating loss here.)*
	14. BOOK INVENTORY *(Beginning Inventory + Receipts, Credits and Positive Adjustments - Sales, Shipments and Negative Adjustments.)*
	15. CLOSING PHYSICAL INVENTORY *(Current month)*
	16. GAIN OR LOSS *(Physical Inventory - Book Inventory)*
	17. GAIN/LOSS VARIANCE PERCENTAGE *(Gain/Loss / Subtotal)*
	18. APPROVED ALLOWANCE FACTOR FOR GRADE OF FUEL *(Ref. DoDM 4140.25)*

19. RESULT		EOM OPERATING GAIN/LOSS *(In or out of tolerance)*				
PART II: PRODUCT REGRADES	20a. TRANSACTION DATE		c. QUANTITY	**REGRADE PRODUCT FROM**		**REGRADE PRODUCT TO**	
				d. GRADE CODE	e. NSN	f. GRADE CODE	g. NSN
PART III: DETERMIN-ABLE GAIN/LOSS	21a. TRANSACTION DATE		c. QUANTITY	d. GRADE CODE	e. NSN	f. DETERMINE TYPE	

22. MEMO *(EOM Inventory Summary Report: Explain all operating gains/losses that are out of tolerance - outside the appropriate Approved Allowance Factor. Product Regrades: Enter the reasons for the regrade. Determinable Gain/Loss: Explain the reasons for the determinable gains/losses, whether in or out of tolerance.)*

23.

a. NAME *(Last, First, Middle Initial)*	b. TITLE/RANK/GRADE

c. SIGNATURE	d. DATE

DD FORM 1348-8, JUL 2006   PREVIOUS EDITION IS OBSOLETE.

DD FORM 1348-8 INSTRUCTIONS

BLOCK	INSTRUCTIONS
1	Enter the DESC Stock Point Name and type (GOCO, COCO, TOA, Military).
2	Enter the DESC Stock Point DoDAAC.
3	Select the appropriate Transaction Type from the drop-down box.
Part I: Use Part I of the form to record the End-of-Month (EOM) Inventory Summary Report.	
4	Enter the three digit product code of the product being reported.
5	Enter the accounting month and year (MMM, YYYY).
6	Enter the beginning physical inventory (same as prior month closing physical inventory) for the product.
7	Enter the total quantity of fuel receipts from all sources during the month for this product grade.
8	Enter the total quantity of customer returns (defuels) during the month for this product grade.
9	Enter the total quantity of positive inventory adjustments during the month for this product.
10	Enter the Subtotal computed as follows: (Beginning Physical Inventory + Receipts + Credits + Positive Adjustments). This data field will compute subtotal automatically when generated in Adobe or by the Base Level Support Application.
11	Enter the total quantity of fuel sales during the month for this product grade.
12	Enter the total quantity of fuel shipments to other DFSPs during the month for this product.
13	Enter the total quantity of negative inventory adjustments during the month for this product.
14	Enter the Book Inventory computed as follows: (Subtotal - Sales - Shipments - Negative Regrades). This data field will compute the book inventory automatically when generated in Adobe or by the Base Level Support Application.
15	Enter the Closing Physical Inventory for the month for this product grade.
16	Enter the Operating Gain or Loss computed as follows: (Closing Physical Inventory - Book Inventory). This data field will compute the operating gain/loss automatically when generated in Adobe or by the Base Level Support Application.
17	Enter the actual operating gain or loss percentage computed as follows: (Actual Gain or Loss/Subtotal). This data field will compute gain/loss percentage automatically when generated in Adobe or by the Base Level Support Application.
18	Enter the approved gain or loss tolerance factor for this product grade. (E.g., JP4 approved tolerance is .3% (0.0030); JP5, JP8, F76, DFX, etc. approved tolerance is .25% (0.0025); and 130, MGX, etc. approved tolerance is .5% (0.0050).) Refer to DoD 4140.25-M, Part 2, Chapter 10 for approved gain/loss tolerance factors.
19	Enter the Result: "IN" if actual operating gain/loss percentage is equal to or less than the approved operating gain/loss tolerance percentage; or "OUT" if the actual operating gain/loss percentage is greater than the approved operating gain/loss tolerance percentage. This data field will compute the result automatically when generated in Adobe or by the Base Level Support Application.
Part II: Use Part II of the form to record product regrade actions.	
20a	Enter the transaction date (DD-MM-YY).
20b	Enter the transaction ID for the product regrade.
20c	Enter the total quantity of the product regrade.
20d	Enter the grade code of the product you are regrading from.
20e	Enter the National Stock Number of the product you are regrading from.
20f	Enter the grade code of the product you are regrading to.
20g	Enter the National Stock Number of the product you are regrading to.
Part III: Use Part III of the form to record product determinable gain or loss transactions.	
21a	Enter the transaction date (DD-MM-YY).
21b	Enter the transaction ID for the determinable gain or loss transaction.
21c	Enter the total quantity of the determinable product gain or loss.
21d	Enter the grade code of the product gained or lost.
21e	Enter the National Stock Number of the product gained or lost.
21f	Enter the appropriate "Determine Type" for the gain or loss transaction. The "Determine Type" may be selected from the drop down box if using Adobe.
22	Enter appropriate remarks in the memo block. (E.g., explain results of investigation and actions taken for all "OUT" of tolerance EOM operating gain or loss conditions. Enter the reasons for regrade actions and determinable gain or loss transactions. Enter any other appropriate remarks as applicable.)
23a	Enter the name of the
23b	Enter the title, Rank/Grade of the
23c	The
23d	Enter the date of the

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