

Personnel Information Systems
MILITARY PERSONNEL ASSET INVENTORY AND INFORMATION RECONCILIATION

SUPPLEMENTATION. Further supplementation is prohibited without prior approval from AFZF-AGM.

SUGGESTED IMPROVEMENTS. The proponent of this supplement is the III Corps and Fort Hood Adjutant General. Users are invited to send comments and suggestions to Commander, III Corps and Fort Hood, ATTN: AFZF-AGM-D, Fort Hood, Texas 76544-5056.

AR 680-31, 15 November 1981, with Interim Change No. I01, 1 April 1992, is supplemented as follows:

Page 1-1, paragraph 1-3, References. Add paragraph i.

- i. DA Pam 600-8-23.

Page 1-2, paragraph 1-6 b, Explanation of terms. Add subparagraphs (3) and (4).

(3) Installation major subordinate commands (MSCs) will appoint a Military Personnel Strength Monitor (MPSM), which may be the MSC G1/S1 or another individual based on the discretion of the MSC commander. The MSC MPSM will be responsible for:

- (a) Establishing MSC personnel asset inventory (PAI) policies and procedures in accordance with (IAW) this supplement.

- (b) Monitoring the MSC PAI program.

- (c) Reviewing and giving final approval authority for PAIs.

- (d) Coordinating internal MSC strength imbalances.

- (e) Assisting in conduct of PAI.

- (f) Authenticating PAIs within 7 days of signature by unit commander.

- (g) Ensuring PAIs are conducted as required.

- (h) Coordinating with servicing Personnel Service Company (PSC), Personnel Automation Section (PAS), for PAI certification prior to authentication by the MPSM.

(4) The garrison SIDPERS Interface Division (SID) will monitor the SIDPERS (AAC-C61) report for out-of-balance conditions and coordinate with the servicing PSC, PAS, or MSC MPSM for corrective action. In the event of noncompliance, the SID will recommend to the III Corps and Fort Hood Adjutant General that either a command directed PAI be performed or administrative corrective action be taken by the MSC through command channels.

Page 1-2, paragraph 1-7 b, Policies. Add to line 3 after installation level:

and the Tactical Army Combat Service Support (CSS) Computer System (TACCS) personnel file (TPF)

Page 1-2, paragraph 1-7 b, Policies. Add "/MSC" to last line after division/installation.

Page 1-3, paragraph 1-7 f, Policies. Add “/MSC” to line 1 after division/installation.

Page 2-1, paragraph 2-1, General. Add subparagraph d.

d. Personnel information other than strength-related as noted above, originates primarily in the PSC that services each MSC. The III Corps Adjutant General is the installation coordinator between MSC MPSM, the PSC, and higher headquarters to promote accurate and timely personnel data reporting.

Page 2-1, paragraph 2-2 b, Responsibilities. Add subparagraph (6).

(6) Endorse the PAI through each MSCs appropriate intermediate command channels to the MSC MPSM for verification by the servicing PSC prior to final approval by the MSC MPSM.

Page 2-1, paragraph 2-2 c, Responsibilities. Add “/TPF” to the last line after SPF.

Page 2-2, paragraph 2-2 c, Responsibilities. Add subparagraph (13).

(13) MSC intermediate command mentorship and authentication channels for varying command structures are outlined below:

(a) Division sized elements. The battalion and brigade commanders plus the division MSC MPSP constitute the authentication chain.

(b) Separate brigade. The battalion and brigade commanders plus the MSC MPSM constitute the authentication chain.

(c) Separate groups. The group commander and the group MPSM constitute the authentication chain.

(d) Non-FORSCOM/attached MSCs/units. The unit MPSM and their respective MACOM headquarters constitute the authentication chain.

Page 2-2, paragraph 2-2 d, Responsibilities. Add the following after the last line:

Coordinate corrective action with each MSC MPSM for out-of-balance conditions, certify PAI results, and provide technical assistance as required in conducting PAIs.

Page 2-2, paragraph 2-2 e (7), Responsibilities. Add “/unit MSC” to line 2 after installation.

Page 3-1, paragraph 3-1 g, Conduct of PAI. Add “(60 or more days),” to line 2 after hospitalization.

Page 3-3, paragraph 3-7 a, Approval of PAI. Add “/MSC” to line 4 after installation.

Page 3-3, paragraph 3-7 b, Approval of PAI. Add “/MSC” to line 5 after installation.

Page 3-3, paragraph 3-8, Report distribution and files retention. Add “/MSC” to line 3 after division.

Page 3-8, Table 3-1, Instructions for Completing DA Form 3986 and Conducting PAI, Distribution of DA Form 3986, paragraph a. Add “/MSC” to line 6 after installation.

1 November 1992

FH Suppl 1 to AR 680-31

The proponent of this supplement is the Adjutant General, AFZF-AGM.

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