

**AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001**

SECTION 10. STORAGE LOCATION FUNCTION

10.1 Storage Location Function.

a. Use this function to add, modify, and delete storage locations on the Master Item File (MIF), query specific storage locations, and print storage location reports. Storage Location contains four subfunctions and two exit options:

- (1) Add/Modify Storage Location (para 10.2).
- (2) Delete Storage Location (para 10.3).
- (3) Storage Location Inquiry (para 10.4).
- (4) Storage Location Reports (para 10.5).

b. To review the subfunctions in Storage Location, select L from the TISA Command Menu (fig. 10.1-1).

```
TISA:  Stock  Financial  Maint  Query&Rpts  PhysInvy  Loc'n  BatchTISA  eXit
Enter 'L' for Storage Location Process

DATE:   04 APR 92          TROOP ISSUE SUBSISTENCE ACTIVITY COMMAND MENU          AJK-600

          OPTION CODE          RING MENU SELECTION OPTIONS
          S                    STOCK ACCOUNTING
          F                    FINANCIAL ACCOUNTING
          M                    FILES MAINTENANCE
          Q                    REPORTS AND INQUIRIES
          P                    PHYSICAL INVENTORY
          L                    STORAGE LOCATION
          B                    TISA BATCH PROCESSES
          X                    SIGN OFF TISA SUBSYSTEM
SELECT DESIRED PROCESS BY ENTERING APPROPRIATE RING MENU OPTION CODE:
```

Figure 10.1-1. TISA Command Menu Screen (AJK-600).

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c. The Storage Location Command Menu (fig. 10.1-2) is displayed.

```
Storage Location:  Add/Mod  Delete  Inquiry  Print  Return  eXit
Add or Modify Storage Location Process

DATE:      04 APR 92          TROOP ISSUE SUBSISTENCE ACTIVITY (TISA)          AJK-980
                                STORAGE LOCATION COMMAND MENU

                                OPTION CODE          RING MENU SELECTION OPTIONS
                                A          ADD/MODIFY STORAGE LOCATIONS
                                D          DELETE STORAGE LOCATIONS
                                I          INQUIRY ON STORAGE LOCATIONS
                                P          PRINT STORAGE LOCATION REPORT
                                R          RETURN TO TISA COMMAND MENU
                                X          EXIT FROM TISA SYSTEM

                                ENTER THE DESIRED OPTION CODE THRU RING MENU SELECTION.  OPTION CODE:
```

Figure 10.1-2. Storage Location Command Menu Screen (AJK-980).

10.2 Add/Modify Storage Locations Subfunction. Use this subfunction to add storage locations to the MIF or modify existing ones. Storage locations are used to identify where items are located in the warehouse. Items on the issue document reports are listed in storage location sequence. Storage locations are also listed on the inventory count and recount sheet reports.

10.2.1 Processing Restrictions. None.

10.2.2 Processing Materials. None.

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10.2.3 Add/Modify Storage Location Screen AJK-983. To add or modify storage locations on the MIF, select A from the Storage Location Command Menu. The Add/Modify Storage Location Screen (fig. 10.2-1) is displayed.

DATE:	07 MAY 92	TISA STORAGE LOCATION	AJK-983
		ADD/MODIFY STORAGE LOCATION	
	ENTER DESIRED TIIN FOR SEARCH:	000-0137	
	NSN/MCN:	8950-00-000-0137	
	ITEM NAME:	SAUCE STEAK 5-10 OZ	
	STORAGE LOCATION (PRIME):	BABAA	
	STORAGE LOCATION (ALT #1):	BABCC	
	STORAGE LOCATION (ALT #2):		
Add or modify location or depress ENTER to skip location.			

Figure 10.2-1. Add/Modify Storage Location Screen (AJK-983).

- a. Enter a TIIN and the NSN/MCN and item name are displayed. The prime and alternate locations are displayed if they are on file for this item.
- b. The cursor is positioned in the STORAGE LOCATION (PRIME) field. You can enter up to five alphanumeric characters to identify a location.
- c. Add or modify the storage locations as required. If you enter less than five characters, press [ENTER]. The cursor moves to the next location.
- d. When you finish your entries, press [ESC]. The Add Locations Ring Menu (fig. 10.2-2) is displayed. You must select Addition from this ring menu to update the MIF with changes you make.
- e. When you enter an invalid TIIN, an error message is displayed. Then, the Interrupt Options Ring Menu is displayed. See paragraph 10.2.5 for processing instructions.

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f. To interrupt processing, press [DELETE]. The Interrupt Options Ring Menu is displayed.

10.2.4 Add Locations Ring Menu. Use this ring menu to update the MIF with new data, continue processing changes, return to the Storage Location Command Menu, or end processing.

```
Add Locations:  Addition  Continue  Return  eXit
Confirm Addition of Storage Locations
```

Figure 10.2-2. Interrupt Options Ring Menu.

a. Select Addition and the following messages are displayed: **Updating Location . . . Please Wait**; then, **Location Has Been Updated**. The MIF is updated and the cursor moves back to the Add Locations Ring Menu.

b. Select Continue and the Add/Modify Storage Location Screen AJK-983 is displayed. You can add or modify other locations.

c. Select Return and the Storage Location Command Menu is displayed.

d. Select eXit and the system login screen is displayed.

10.2.5 Interrupt Options Ring Menu. This ring menu (fig. 10.2-3) is displayed when you try to add or modify a location for an invalid TIIN or interrupt processing.

```
INTERRUPT OPTIONS:  A  R  X
Do you wish to try again?
```

Figure 10.2-3. Interrupt Options Ring Menu.

a. Select A to enter a new TIIN on the Add/Modify Storage Location Screen.

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- b. Select R and the Storage Location Command Menu is displayed.
- c. Select X and the system login screen is displayed.

10.2.6 Outputs. No reports are printed during this subfunction. The MIF is updated with new or modified locations.

10.3 Delete Storage Locations Subfunction. Use this subfunction to delete locations for items on the MIF.

10.3.1 Processing Restrictions. Primary locations can't be deleted for items with balances on hand.

10.3.2 Processing Materials. None.

10.3.3 Delete Storage Locations Screen AJK-986. To delete storage locations, select D from the Storage Location Command Menu. The Delete Storage Locations Screen (fig. 10.3-1) is displayed.

DATE:	07 MAY 92	TISA STORAGE LOCATION	AJK-986
		DELETE STORAGE LOCATIONS	
	ENTER DESIRED TIIN FOR SEARCH:	000-0137	
	NSN/MCN:	8950-00-000-0137	
	ITEM NAME:	SAUCE STEAK 5-10 OZ	
	STORAGE LOCATION (PRIME):	BABAA	
	STORAGE LOCATION (ALT #1):	*ABCC	
	STORAGE LOCATION (ALT #2):		
Enter '*' in first position to indicate deletion.			

Figure 10.3-1. Delete Storage Locations Screen (AJK-986).

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- a. Enter a TIIN and the NSN/MCN, item name, and storage locations are displayed.
- b. Press [ENTER] to move the cursor to the first position of the location you are deleting and enter an asterisk (*). Press [ENTER] and that location is deleted. When there is more than one alternate location, that location is replaced with the next one. Repeat this step for each location you want to delete.
- c. When you finish deleting locations, press [ESC]. The Delete Locations Ring Menu (fig. 10.3-2) is displayed. You must select Delete from this ring menu to erase locations from the MIF.
- d. If you enter an invalid TIIN, an error message is displayed. Then, the Interrupt Options Ring Menu is displayed. See paragraph 10.3.5 for processing instructions.
- e. To interrupt processing, press [DELETE]. The Interrupt Options Ring Menu is displayed.

10.3.4 Delete Locations Ring Menu. Use this ring menu to update the MIF with the deleted locations, continue processing, return to the Storage Location Command Menu, or end processing.

Delete Locations: Delete Continue Return eXit
Confirm Deletion of Storage Locations

Figure 10.3-2. Delete Locations Ring Menu.

- a. Select Delete and the following messages are displayed: **Updating Location . . . Please Wait**; then, **Location Has Been Updated**. The MIF is updated and the cursor moves back to the Delete Locations Ring Menu.
- b. Select Continue and the Delete Storage Locations Screen AJK-986 is displayed. You can delete more locations.
- c. Select Return and the Storage Location Command Menu is displayed.
- d. Select eXit and the system login screen is displayed.

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10.3.5 Interrupt Options Ring Menu. This ring menu (fig. 10.3-3) is displayed when you try to delete a location for an invalid TIIN or interrupt processing.

INTERRUPT OPTIONS: A R X Do you wish to try again?
--

Figure 10.3-3. Interrupt Options Ring Menu.

- a. Select A to enter a new TIIN on the Delete Storage Location Screen.
- b. Select R and the Storage Location Command Menu is displayed.
- c. Select X and the system login screen is displayed.

10.3.6 Outputs. No reports are printed during this subfunction.

10.4 Inquiry on Storage Locations Subfunction. Use this subfunction to view locations for items on the MIF.

10.4.1 Processing Restrictions. None.

10.4.2 Processing Materials. None.

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10.4.3 Storage Location Inquiry Screen AJK-989. To review storage locations, select I from the Storage Location Command Menu. The Storage Location Inquiry Screen (fig. 10.4-1) is displayed.

```
Enter The TIIN Of The Storage Location You Wish To View.
DATE:      07 MAY 92                TISA STORAGE LOCATION                AJK-989
                                           STORAGE LOCATION INQUIRY

ENTER DESIRED TIIN FOR SEARCH:000-0137

NSN/MCN:           8950-00-000-0137
ITEM NAME:         SAUCE STEAK 5-10 OZ
STORAGE LOCATION (PRIME):          BABAA
STORAGE LOCATION (ALT #1):
STORAGE LOCATION (ALT #2):
```

Figure 10.4-1. Storage Location Inquiry Screen (AJK-989).

- a. Enter a TIIN and the NSN/MCN, item name, and all locations are displayed. Then, the Query Locations Ring Menu (fig. 10.4-2) is displayed.
- b. When you enter an invalid TIIN, an error message is displayed. Then, the Interrupt Options Ring Menu is displayed. See paragraph 10.4.5 for processing instructions.
- c. To interrupt processing, press [DELETE]. The Interrupt Options Ring Menu is displayed.

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10.4.4 Query Locations Ring Menu. Use this ring menu (fig. 10.4-2) to continue viewing storage locations, return to the Storage Location Command Menu, or end processing.

```
Query Locations:  Continue  Return  eXit
Continue Query Process
```

Figure 10.4-2. Query Locations Ring Menu.

- a. Select Continue and the Storage Location Inquiry Screen is displayed. You can process more inquiries.
- b. Select Return and the Storage Location Command Menu is displayed.
- c. Select eXit and the system login screen is displayed.

10.4.5 Interrupt Options Ring Menu. This ring menu (fig. 10.4-3) is displayed when you try to query a location for an invalid TIIN or interrupt processing.

```
INTERRUPT OPTIONS:  A  R  X
Do you wish to try again?
```

Figure 10.4-3. Interrupt Options Ring Menu.

- a. Select A to enter a new TIIN on the Storage Location Inquiry Screen.
- b. Select R and the Storage Location Command Menu is displayed.
- c. Select X and the system login screen is displayed.

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10.4.6 Outputs. No reports are printed during this subfunction.

10.5 Print Storage Location Report Subfunction. Use this subfunction to print the Master Locator and Location Survey reports.

10.5.1 Processing Restrictions. None.

10.5.2 Processing Materials. None.

10.5.3 Print Storage Location Report Screen AJK-992. To print storage location reports, select P from the Storage Location Command Menu. The Print Storage Location Report Screen (fig. 10.5-1) is displayed.

Report Criteria: P - Perishable S - Semiperishable A - All Return eXit		
Enter 'P' to select Perishable Report		
DATE: 04 APR 92	TISA STORAGE LOCATION	AJK-992
PRINT STORAGE LOCATION REPORT		
OPTION CODE	REPORT SELECTION CHOICES	
P	Perishable Warehouse Report	
S	Semiperishable Warehouse Report	
A	All of the Above	
R	Return to Storage Location Menu	
X	Exit from TISA Processing	
SELECT DESIRED REPORT BY ENTERING APPROPRIATE RING MENU OPTION CODE:		

Figure 10.5-1. Print Storage Location Report Screen (AJK-992).

- a. Select P, S, or A to produce a storage location report for perishable, semiperishable, or all items. When you select any of these options, the Location or FSC/Name Sequence Ring Menu (fig. 10.5-2) is displayed.
- b. Select R and the Storage Location Command Menu is displayed.

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- c. Select X and the system login screen is displayed.

10.5.4 Location or FSC/Name Sequence Ring Menu. Use this ring menu (fig. 10.5-2) to choose the sequence of the report.

Location or FSC/Name Sequence: Location Survey Master Locator Location Survey Report - prepare for Physical Inv'y

Figure 10.5-2. Location or FSC/Name Sequence Ring Menu.

- a. The Location Survey Report is printed in storage location sequence by perishability code, primary location, and the first four positions of the item name. Use this report to make sure all items on the MIF have a storage location before you print the inventory count and recount sheets and conduct the physical inventory.
- b. The Master Locator Report is printed in sequence by perishability code, first four positions of the stock number, and first four positions of the item name.
- c. When you select either option, messages are displayed telling you the system is formatting the report. After the report is printed, the Print Storage Location Report Screen is displayed.

10.5.5 Outputs.

- a. The Location Survey Report (PCN AJK-993) or the Master Locator Report (PCN AJK-995) is printed based on your selection. See appendix C for examples of these reports.
- b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your report:
 - (1) File No. 30-18c, TISA Plans (1-year file).
 - (2) Cut off this file at the end of the fiscal year. Keep these reports on file until you print new ones. Destroy the old reports when you no longer need them.

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