

**SECTION 47. MILITARY PERSONNEL EXPENSE SYSTEM****47.1 PURPOSE.**

This system is used to distribute military personnel expenses to the units. See DFAS-DE 7010.1-R for standard rates. Distribute these expenses to the extent that military personnel records are maintained in the local CBPO. That is, include expenses for trainees, medical patients, unassigned, and transient personnel. Record expenses in the host command operating budget ledger (OBL) as a base-support cost. This includes military personnel assigned to host-base units funded by the host command and satellite units receiving support from the local CBPO. Record expenses for tenant units funded by operating budget authority from their parent commands in the parent commands' OBL. Exclude Air Force Reserve and Air National Guard personnel.

**47.2 DATA FILES.**

The required data files and their sources are as follows:

a. The Base-level Military Personnel System (BLMPS) file maintained by the host Consolidated Base Personnel Office (CBPO).

b. The Base Manpower Data System (BMDS) file maintained by the host manpower office. It has the PECs and FACs for authorized military positions.

c. The military personnel expense table (table 33) maintained in the BLMPS file by the AFO.

d. The standard monthly rate list for officers and airman prepared by the AFO.

e. The program summary record (PSR) file from the General A&F System used to record and report military personnel expenses.

f. AF Form 896, Personnel Loaned and Borrowed by Cost Center, received from organizations, which lend personnel.

**47.3 MAINTENANCE OF MILITARY PERSONNEL EXPENSE TABLE (TABLE 33).**

a. This table is maintained in the BLMPS by A&F. Get a printout of table 33 from the personnel systems manager (PSM) after every update to verify the table has been updated correctly. The timing of the monthly update of table 33 is critical. If the update is scheduled too early, there is a greater risk that a large number of rejects will occur when the extract is processed (paragraph 47.4), thus understating the expenses. As there are daily interfaces of data from BMDS to BLMPS, the risk that combinations of data elements in the BLMPS file are different from those in table 33 increases with time. If the update is scheduled too late, insufficient time is allowed to complete the update of table 33 before the extract is processed as of the first day of each month. Therefore, on or about the 28th day of each month, the PSM requests the BLMPS DESIRE, Manpower versus Reports and Analysis Division. This desire matches the existing table 33 entries against entries in the BMDS file. Records that do not match are printed on the manpower versus Reports and Analysis Division list (figure 47-6). This list identifies the mismatched records by

printing NO Reports and Analysis Division, if a manpower record is not found in table 33, and NO MPWR if a table 33 record is not found in the BMDS file. Also, add and delete records are produced for table 33 and BMDS mismatches. In addition, the PSM can create the add and delete records. Table 33 entries that do not have corresponding BMDS records create a delete record. BMDS records which do not have corresponding table 33 entries create an add record.

b. Use the add and delete records to update table 33. The add records are incomplete and requires entering of missing data when used to update the table. The format of table 33 is in figure 47-1. It may be necessary to create, add, and delete records in addition to those received from the PSM. Use add records to change or correct errors in A&F data elements. Also, to create table 33 records for each personnel accounting symbol (PAS) necessary to provide for expensing of unassigned (FAC 9999), transient (FAC 4996), student (FAC 4999), and patient (FAC 5711) personnel not in the BMDS. To change an A&F data element (positions 29 through 48), simply process an add record. It will overlay the item in table 33 to be changed. Use a delete record when a specific combination of PAS, PEC, FAC, and OSC is no longer needed. Positions 1-28 must be filled in delete record per figure 47-1. After updating the required add and delete records, advise the PSM they are available for table 33 processing. The PSM must use these records to update table 33 before the military personnel expense extract is prepared.

c. Table 33 is used with the BLMPS file to produce the Unit Personnel Management Roster (UPMR). The UPMR contains the RC/CC and OBAN from table 33. The CBPO sends the UPMR to each unit. If discrepancies on the UPMR are noted by RC managers, they may ask the AFO to adjust the expenses charged to their units. Such adjustments must be manually computed and entered via remote.

d. DFAS-DE 7000.1-R contains a decision logic table identifying the EEIC and RC/CC combination to be used with various PECs and FACs. Some of these PECs and FACs are not in the BMDS. The desire has been written to avoid producing delete transactions in these instances.

#### **47.4 MILITARY PERSONNEL EXPENSE EXTRACT (ABQX0A).**

The PSM schedules certain desires as of the first day of each month to get the military personnel expense extract. All military personnel master records in the personnel file at base level are extracted for expense processing by the servicing AFO. This is a general rule and does not apply to Air Force personnel assigned to special command 3V (Air Force Data Dictionary, ADE CO 452). These personnel are expensed centrally by AFMPC/MPCEB and are excluded from the base-level extract. The above processing produces the military personnel expense file. This ABQX0AUNDD10 file is used to interface military personnel expensed into the General A&F System.

#### **47.5 STANDARD OFFICER AND AIRMAN MONTHLY RATE TRANSACTIONS (ABQI1CUNDC20).**

Prepare these transactions using the format in figures 47-3 and 47-4. Standard monthly rates are in DFAS-DE 7010.1-R. They are revised each time a military pay rate change goes into effect.

**47.6 GENERAL A&F SYSTEM RECORD REQUIREMENTS.**

Set up a separate CSR and FSR for each MFP within each OAC and OBAN for expense processing code 9A. This CSR and FSR should contain current FY and current OBY. PSRs for military personnel expense must have, in addition to FSR data, military personnel expense PSRs must have the 5-digit EEIC, RC/CC, PEC, DOD FC, and SMA code P.

**47.7 AF FORM 896, PERSONNEL LOANED AND BORROWED BY COST CENTER.**

This form is sent to A&F by organizations that borrow personnel for one week or more, within the OAC and OBAN (figure 47-5). Manually compute these adjustments and enter via the remote. Report only full days. Count periods in excess of 4 hours as a full day.

**47.8 MILITARY PERSONNEL EXPENSE INTERFACE PROCESSING.**

Once the disk file (ABQX0AUNDD10) described in paragraph 47.4 is produced, Reports and Analysis Division schedules NBQI00 (section 49) for Standard Interface Processing System (SIPS) processing. Program NBQI00 will programmatically compute the summarization of assigned military personnel as well as perform the expense processing, which eliminates the need to run program NBQX10.

a. Grade-Error List, PCN SH069-I1A. Any records in the ABQX0AUNDD10 file with an invalid grade causes the program to produce a list of invalid transactions (figure 47-2). Valid grades are 1 through 10, 24, and 31 through 39. Thoroughly review all output products each time Military Personnel is interfaced to determine if a Grade-Error List is produced. If a Grade-Error List is produced (figure 47-8), research the error and manually adjust by input via remote.

b. Extract of Assigned Military Personnel, PCN SH069-I1B. This list is produced during interface processing to use as a source for reporting strength data in the RCS HAF-DPM(Q)7503 report (see figure 47-7).

**47.9 INTERFACE PROCESSING.**

a. This processing must be done in the same month as the BLMPS extract. Reports and Analysis Division forwards a control record per figure 49-4 to the Defense Enterprise Computing Center (DECC).

b. During the interface process, certain codes are assigned and records are reformatted.

(1) Action code "OP," and post code "XE". (All military personnel expenses are recorded as disbursements).

(2) MAFR code "9".

(3) DOV number "MIL PAY".

c. The interface produces ABQI4L and ABQI5L, accepted and rejected lists, respectively.

TITLE: MILITARY PERSONNEL EXPENSE TABLE (TABLE 33)

FORMAT: (USE MICROCOMPUTER FRAME BQ-TBL33)

<u>DESCRIPTION</u>	<u>POSITIONS</u>	<u>TYPE/ CLASS</u>	<u>SPECIAL INSTRUCTIONS</u>
Record-ID	1		Must be 2. See note 5.
Table Number	2-4		Must be **8. See note 5.
Add/Delete Indicator	5		See notes 1 and 5.
PAS	6-9		Last four digits. See note 5.
PEC	10-15		See notes 2 and 5.
FAC	16-21		Must be six positions. See note 5.
Organization Structure Code	22-28		See notes 3 and 5.
ADSN	29-34		ADSN of servicing AFO.
OBAN	35-36		
RC/CC	37-42		
OAC	43-44		
EEIC	45-48		See note 4.
CBPO or SCSC-ID	49-50		
	51-80		Blank.

**NOTE 1:** Must be space to add, or 8 to delete.

**NOTE 2:** Position 15 must be filled if FAC is 571100, 999900, or 499600.

**NOTE 3:** Must be blank if FAC is 499600 or 999900.

**NOTE 4:** This table requires only the first four positions of EEIC since the fifth position is determined by grade and is assigned by the BLMPS.

**NOTE 5:** Must be filled in delete list.

Figure 47-1. Military Personnel Expense Table (Table 33).

TITLE: MILPERS EXPENSE EXTRACT TAPE AND GRADE--ERROR TRANSACTIONS

FILE-ID: ABQX0AUNDD10/ABQI1PUNPL20

<u>DESCRIPTION</u>	<u>POSITIONS</u>	<u>TYPE/CLASS</u>	<u>SPECIAL INSTRUCTIONS</u>
Grade	1-2	N	See note.
ADSN	3-8	N	ADSN of servicing AFO.
OAC	9-10	N	
OBAN	11-12	N	
RC/CC	13-18	N	
EEIC	19-23	N	
	24-41		Blank.
SSN	42-50		N.
	51-80		Blank.

**NOTE:** Grade-error transactions are identified by an invalid grade code in positions 1-2.

Figure 47-2. MILPERS Expense Extract Tape and Grade--Error Transactions.

TITLE: STANDARD MONTHLY RATE FOR OFFICERS

FILE-ID: ABQI1CUNDC20

FORMAT: (USE WINMOOPS32 FRAME X1B0)

<u>DESCRIPTION</u>	<u>POSITIONS</u>	<u>TYPE/CLASS</u>	<u>SPECIAL INSTRUCTIONS</u>
Record-ID	1-3	AN	RT1.
	4		Blank.
Grade 01 Amount	5-9	N	Right-justify and zero-fill.
	10		Blank.
Grade 02 Amount	11-15	N	Right-justify and zero-fill.
	16		Blank.
Grade 03 Amount	17-21	N	Right-justify and zero-fill.
	22		Blank.
Grade 04 Amount	23-27	N	Right-justify and zero-fill.
	28		Blank.
Grade 05 Amount	29-33	N	Right-justify and zero-fill.
	34		Blank.
Grade 06 Amount	35-39	N	Right-justify and zero-fill.
	40		Blank.
Grade 07 Amount	41-45	N	Right-justify and zero-fill.
	46		Blank.
Grade 08 Amount	47-51	N	Right-justify and zero-fill.
	52		Blank.

Figure 47-3. Standard Monthly Rate for Officers.

<u>DESCRIPTION</u>	<u>POSITIONS</u>	<u>TYPE/CLASS</u>	<u>SPECIAL INSTRUCTIONS</u>
Grade 09 Amount	53-57	N	Right-justify and zero-fill.
	58		Blank.
Grade 10 Amount	59-63	N	Right-justify and zero-fill.
	64-80		Blank.

Figure 47-3. Standard Monthly Rate for Officers. (Cont'd)

TITLE: STANDARD MONTHLY RATE FOR AIRMAN

FILE-ID: ABQI1CUNDC20

FORMAT: (USE WINMOOPS32 FRAME X1BA)

<u>DESCRIPTION</u>	<u>POSITIONS</u>	<u>TYPE/CLASS</u>	<u>SPECIAL INSTRUCTIONS</u>
Record-ID	1-3	AN	RT2.
	4		Blank.
Grade 31 Amount	5-9	N	Right-justify and zero-fill.
	10		Blank.
Grade 32 Amount	11-15	N	Right-justify and zero-fill.
	16		Blank.
Grade 33 Amount	17-21	N	Right-justify and zero-fill.
	22		Blank.
Grade 34 Amount	23-27	N	Right-justify and zero-fill.
	28		Blank.
Grade 35 Amount	29-33	N	Right-justify and zero-fill.
	34		Blank.
Grade 36 Amount	35-39	N	Right-justify and zero-fill.
	40		Blank.
Grade 37 Amount	41-45	N	Right-justify and zero-fill.
	46		Blank.
Grade 38 Amount	47-51	N	Right-justify and zero-fill.
	52		Blank.

Figure 47-4. Standard Monthly Rate for Airman.

<u>DESCRIPTION</u>	<u>POSITIONS</u>	<u>TYPE/CLASS</u>	<u>SPECIAL INSTRUCTIONS</u>
Grade 39 Amount	53-57	N	Right-justify and zero-fill.
	58		Blank.
Grade 24 Amount	59-63	N	Right-justify and zero-fill.
	64-80		Blank.

Figure 47-4. Standard Monthly Rate for Airman. (Cont'd)

PERSONNEL LOANED OR BORROWED BY COST CENTER										REPORT CONTROL SYMBOL	
DATE OF LOAN		BORROWING ORGANIZATION	NAME OF MEMBER LOANED	GRADE	DAYS LOANED	DAILY RATES	BORROWING BASE ACCOUNT		LENDING BASE ACCOUNT		AMOUNT DISTRIBUTED
FROM	TO						COST CENTER	ELEMENT OF EXPENSE	COST CENTER	ELEMENT OF EXPENSE	
10 Jul	21 Jul	Electronics Maintenance	J. A. Cox	Amn	XX	XX.XX	232400	20502	232600	20602	XXX.XX
17 Jul	21 Jul	Electronics	E. L. Hall	Amn	X	XX.XX	232400	20502	232600	20602	XX.XX
		Total									XXX.XX
LENDING ORGANIZATION						SIGNATURE OF SUPERVISOR					

Figure 47-5. AF Form 896, Personnel Loaned or Borrowed by Cost Center.

PREPARED 99 NOV 04

DESIRE LIST (PA)

AS OF 99 NOV 04

PCN N130050 RJ

MANPOWER VERSUS REPORTS AND ANALYSIS DIVISION

UNIT	PEC	FAC	OSC	OSC ABRV	ADSN	OAC	OBAN	RC/CC	EEIC	MISMACH
FB8Q	84731	361902	FPS	PME CENTER BR						NO REPORTS AND ANALYSIS DIVISION
FCX7	35111	3400E0	WF	STAFF SPT/LSN						NO REPORTS AND ANALYSIS DIVISION
FFPB	33112	265100	MCJK	TELETYPE MAIN						NO REPORTS AND ANALYSIS DIVISION
FGV5	84731	37218B	TXED		525000	64	44	T0XXXX		NO MPWR
FGV5	84731	372190	TXED		525000	64	44	T0XXXX		NO MPWR
FXAL	91212	1022D3	QCD3	DEF COUN-DRD CI						NO REPORTS AND ANALYSIS DIVISION
FYPY	41314	311000	JOB		503600	65	28	Q63023		NO MPWR

NOF TABLE 033 4 NOF AQP12A 3

Figure 47-6. Manpower Versus Reports and Analysis Division.



PREPARED 99 OCT 26

GRADE ERROR LIST

PCN SH069-I1A

INPUT FILE - 1BQ060558500\*ABQX0AUNDD10( 10) CAFO 1 AIR FRC BASE ADSN = 411901

GRADE CODE	ADSN	OAC/OBAN	RCCC	EEIC	SSAN
99	411901	6711	101010	20101	513405979
99	411901	6711	101010	20101	516520595
99	411901	6711	101010	20101	437669392
99	411901	6711	101010	20101	126384202
99	411901	6711	101010	20101	410609155
99	411901	6711	101010	20101	130405483
99	411901	6711	101010	20101	460722280
99	411901	6711	101010	20101	497288823
99	411901	6711	101010	20101	430786616
99	411901	6711	101010	20101	425803441

Figure 47-8. Grade Error List.