

HAND RECEIPT MANUAL

COVERING END ITEM/COMPONENTS OF END ITEM (COEI),

BASIC ISSUE ITEMS (BII),

AND ADDITIONAL AUTHORIZATION LIST (AAL)

FOR

TERMINAL SET, TELEPHONE AN/TCC-62

(NSN 5805-00-167-7982)

HAND RECEIPT

HEADQUARTERS
DEPARTMENT OF THE ARMY
Washington, DC, 5 November 1979

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REPORTING ERRORS AND RECOMMENDING IMPROVEMENTS

You can help improve this manual If you find any mistakes or if you know of a way to improve the procedures, please let us know. Mail your letter or DA Form 2028 (Recommended Changes to Publications and Blank Forms) direct to: Commander, US Army Communications and Electronics Materiel Readiness Command, ATTN: DRSEL-ME-MQ, Fort Monmouth, NJ 07703. A reply will be furnished direct to you.

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Section I. INTRODUCTION

1. Scope.

This Hand Receipt Manual provides a listing on a preprinted DA Form 2062 (Hand Receipt) of accountable End Items/COEI, BII, and AAL items related to Terminal Set, Telephone AN/TCC42.

2. General.

Section II of this manual is an overprinted DA Form 2062 consisting of a listing of The End Item/Components of End Items (COEI), Basic Issue Items (BII), and Additional Authorization List (AAL) items extracted from TM 11-5805-359-14. The listings consist of exactly the same items and are in the same sequence as the End Item/COEI, BII and AAL listings in the operator's manual. The overprinted DA Form 2062 will aid the property accountability officers in preparation of hand receipts referred by AR 710-2. Local reproduction of the overprinted DA Form 2062 is authorized. Additional copies may be requisitioned from the US Army Adjutant General Publications Center, 1655 Woodson Road, St. Louis, MO 63114 in accordance with Chapter 3, AR 310-2.

3. Explanation of Blocks and Columns.

- a. *FROM*. Enter the organization for which the property book is maintained.
- b. *TO*. Enter the (UIC) and the hand receipt file number of the unit/personnel receiving the property.
- c. *CATALOG NO*. Contains the technical manual (TM) number of the operator's manual.
- d. *CURR OF ALW*. Not applicable.
- e. *ITEM*. Contains end item short title.
- f. *STOCK NO*. National stock number of the item described.
- g. *ITEM DESCRIPTION*. Identifies the item contained in the COEI, BII, and AAL. Contains nomenclature, and serial/USA number (if applicable) that will be useful in identifying and controlling the item. Serial number to be inserted and initialed on all copies by the hand receipt holder.
- h. $T^1(a)$. Quantity of each item as listed in the COEI, BII, and AAL.
- i. $C^2(t)$. Leave blank.
- j. *BALANCE*.
 - (1) 1. Enter the total quantity possessed by the receiving unit/personnel for each item listed. All quantity totals will be advanced to the next balance column on any item changes, annotated "adjusted", dated, and signed by the individual receiving the property.
 - (2) 2. The individual receiving the property will sign and date the appropriate balance column on the bottom of the last page below a drawn line. When an inventory is taken, the column will be annotated "Per inventory".
 - (3) 3 through 12. Same as (2) above.
- k. *PAGE NO./NO. OF PAGES*. Contains page number and total pages for the COEI, BILL, and AAL portions of the hand receipt. Hand receipt holder initial each page no. (only when two or more forms are involved.) When hand receipt holders change, the old initials will be lined out and new hand receipt holders will initial each page.

Section II. HAND RECEIPT

Following is hand receipt for Terminal Set, Telephone AN/TCC-62.