

INSPECTION – PART G
PROPERTY MANAGEMENT

G. Property Management	Value	Yes	No	N/A
1) Is an inventory maintained for all property which has a unit acquisition cost exceeding \$300 and a useful life greater than 2 years?	1			
Afloat Recreation Non-expendable (Controlled) Property are NAF items which have a useful life exceeding two years and a unit cost greater than \$300. Reference (a) chapter 6, paragraph 13 a (1).				
2) Is an inventory maintained for all property which has a unit acquisition cost less than \$300 or a useful life less than 2 years?	1			
Afloat Recreation Expendable Property are NAF items which have a useful life of less than two years, regardless of cost. Reference (a) chapter 6, paragraph 13 a (2).				
3) Is a Certificate of Disposition NAVCOMPT 2212 used to document the disposal of property having a unit acquisition cost of \$300 or more and a useful life greater than 2 years?	1			
Unserviceable NAF property which has a unit acquisition value of less than \$300 may be discarded. NAVCOMPT Form 2212, Certificate of Disposition, will be filled out with two witnesses certifying destruction and disposal. It must then be validated by the RSO or RFC, noted on inventory records and forwarded to the Afloat Fund Administrator for final signature. Reference (a) chapter 6, paragraph 19 b.				
4) Is a simple check-out system being used to issue Recreation Gear locker equipment?	1			
Many commands check out Afloat Recreation Expendable property to their crewmembers at no charge. A simple check-out and check-in procedure will be used. Reference (a) chapter 6, paragraph 17.				
5) Are inventory numbers permanently affixed to all property having a unit acquisition cost of \$300 or more and a useful life greater than 2 years?	1			
Afloat Recreation Non-expendable (Controlled) Property items will be assigned a unique and permanently affixed identification number permanently. Furthermore, each item will be described on the Inventory Record. Reference (a) chapter 6, paragraph 15 a.				
6) Is there a simple Preventive Maintenance Program to ensure all fitness and recreation equipment is safe and available for use; and does it address the following: Cleaning schedule for all equipment, Mechanical inspection of all equipment, Lubrication requirements, Reporting system for broken equipment, Guidelines for proper use of equipment	2			
All commands are required to have a Preventative Maintenance Program (PMP) for all fitness equipment (including APF property used by the program). Logged usage of cardio equipment will be maintained so that readily available hours or mileage can be obtained. Reference (a) chapter 6, paragraph 16.				
7) Is a prize log inventory maintained with final signature from winning receiver?	1			
The Recreation Program must account for all items purchased as prizes. Members of the crew who win a prize during a recreation event must print and sign for that prize. A simple log book may be used or a NAVCOMPT Form 2212 is used as the authenticating document to adjust property records. Reference (a) chapter 6, paragraph 20.				

G.1

Gym Equipment Inventory DEC 2015

NON-EXPENDABLE

CARDIO

<u>Treadmill</u>	<u>Serial Number</u>	<u>Location</u>	<u>Received Date</u>	<u>Price</u>	<u>Running Total</u>
1	TR01	Gym	Nov-15	\$5,000.00	\$ 5,000.00
2	TR02	Gym	Apr-14	\$5,000.00	\$ 10,000.00
3	TR03	Gym	Apr-14	\$5,000.00	\$ 15,000.00
4	TR04	Gym	Apr-14	\$5,000.00	\$ 20,000.00
5	TR05	Gym	Apr-14	\$5,000.00	\$ 25,000.00
6	TR06	Gym	Apr-14	\$5,000.00	\$ 30,000.00
7	TR07	Gym	Apr-14	\$5,000.00	\$ 35,000.00
8	TR08	Gym	Apr-14	\$5,000.00	\$ 40,000.00
9	TR09	Gym	Apr-14	\$5,000.00	\$ 45,000.00
10	TR10	Gym	Nov-15	\$5,000.00	\$ 50,000.00

Elliptical

1	EL01	Gym	Apr-14	\$3,000.00	\$ 53,000.00
2	EL02	Gym	Apr-14	\$3,000.00	\$ 56,000.00
3	EL03	Gym	Apr-14	\$3,000.00	\$ 59,000.00
4	EL04	Gym	Apr-14	\$3,000.00	\$ 62,000.00
5	EL05	Gym	Apr-14	\$3,000.00	\$ 65,000.00
6	EL06	Gym	Apr-14	\$3,000.00	\$ 68,000.00
7	EL07	Gym	Apr-14	\$3,000.00	\$ 71,000.00
8	EL08	Gym	Apr-14	\$3,000.00	\$ 74,000.00

Upright Bike

1	UB01	Gym	Nov-15	\$1,500.00	\$ 75,500.00
2	UB02	Gym	Apr-14	\$1,500.00	\$ 77,000.00
3	UB03	Gym	Apr-14	\$1,500.00	\$ 78,500.00
4	UB04	Gym	Apr-14	\$1,500.00	\$ 80,000.00
5	UB05	Gym	Apr-14	\$1,500.00	\$ 81,500.00
6	UB06	Gym	Apr-14	\$1,500.00	\$ 83,000.00

Stationary Bike

1	SP01	Gym	Nov-15	\$ 800.00	\$ 83,800.00
2	SP02	Gym	Nov-15	\$ 800.00	\$ 84,600.00
3	SP03	Gym	Nov-15	\$ 800.00	\$ 85,400.00
4	SP04	Gym	Nov-15	\$ 800.00	\$ 86,200.00
5	SP05	Gym	Nov-15	\$ 800.00	\$ 87,000.00
6	SP06	Gym	Nov-15	\$ 800.00	\$ 87,800.00
7	SP07	Gym	Nov-15	\$ 800.00	\$ 88,600.00
8	SP08	Gym	Nov-15	\$ 800.00	\$ 89,400.00
9	SP09	Gym	Nov-15	\$ 800.00	\$ 90,200.00
10	SP10	Gym	Nov-15	\$ 800.00	\$ 91,000.00

Stationary Bike (Topside)

1	SPT01	O7	Apr-14	\$ 800.00	\$ 91,800.00
2	SPT02	O7	Apr-14	\$ 800.00	\$ 92,600.00
3	SPT03	O7	Apr-14	\$ 800.00	\$ 93,400.00
4	SPT04	O7	Apr-14	\$ 800.00	\$ 94,200.00
5	SPT05	O7	Apr-14	\$ 800.00	\$ 95,000.00
6	SPT06	O7	Apr-14	\$ 800.00	\$ 95,800.00

Rowing Machine

1	RW01	Gym	Nov-15	\$ 840.00	\$ 96,640.00
2	RW02	Gym	Apr-14	\$ 840.00	\$ 97,480.00
3	RW03	O7	Apr-14	\$ 840.00	\$ 98,320.00

Weight Machines

<u>Machine</u>	<u>Serial Number</u>	<u>Location</u>	<u>Received Date</u>	<u>Price</u>	
Leg Extension/Leg Curl	LC01	Gym	Apr-14	\$2,609.00	\$ 100,929.00
Hammer Strength Leg Press	SLD01	Gym	2012	\$3,000.00	\$ 103,929.00
Smith Machine 1	SM01	Gym	Apr-14	\$2,232.00	\$ 106,161.00
Smith Machine 2	SM02	Gym	Apr-14	\$2,232.00	\$ 108,393.00
HDG 1100 (tricep/bicep)	BT01	Gym	Apr-14	\$1,020.00	\$ 109,413.00
GHD	GH01	Gym	2013	\$1,500.00	\$ 110,913.00
Adjustable Weight Bench 1	WB01	Gym	Apr-14	\$ 535.00	\$ 111,448.00
Adjustable Weight Bench 2	WB02	Gym	Apr-14	\$ 535.00	\$ 111,983.00
Adjustable Weight Bench 3	WB03	Gym	Apr-14	\$ 535.00	\$ 112,518.00
Adjustable Weight Bench 4	WB04	Gym	Apr-14	\$ 535.00	\$ 113,053.00
Pec Fly	FLY01	Gym	Apr-14	\$2,473.00	\$ 115,526.00
Roc AB Machine	AB01	Gym	2011/2012	\$1,179.00	\$ 116,705.00
Cable Crossover 1	CC01	Gym	Nov-15	\$1,875.00	\$ 118,580.00
Cable Crossover 2	CC02	Gym	Nov-15	\$1,875.00	\$ 120,455.00

Multi Press 1	MP01	Gym	2009	\$1,377.00	\$ 121,832.00
Multi Press 2	MP02	Gym	2009	\$1,377.00	\$ 123,209.00
Lat Pull Down 1	LP01	Gym	2009	\$1,377.00	\$ 124,586.00
Lat Pull Down 2	LP02	Gym	2009	\$1,377.00	\$ 125,963.00
Leg Press	LG01	Gym	2009	\$2,009.00	\$ 127,972.00
AB Decline	DA01	Gym	2013	\$ 563.00	\$ 128,535.00
Back Hyperextension	BE01	Gym	2013	\$ 231.00	\$ 128,766.00
Dip Assist/Chin Assist	CA01	Gym	Nov-15	\$1,377.00	\$ 130,143.00
Hip Dip/Leg Raise	AD01	Gym	2009	\$ 366.00	\$ 130,509.00
Hip Dip/Leg Raise	AD02	Gym	Nov-15	\$ 366.00	\$ 130,875.00
Tuff Stuff Back Squat	SQ01	Gym	Apr-14	\$1,525.00	\$ 132,400.00
Preacher Curl	PC01	Gym	2009	\$ 800.00	\$ 133,200.00

Accessories

<u>Machine</u>	<u>Quantity</u>	<u>Location</u>	<u>Received Date</u>	<u>Price</u>	
Preacher Curl Bar	3	Gym/Fan Room	2009/2013	\$1,500.00	\$ 134,700.00
Women's Olympic Bar	1	Gym	2011/2012	\$ 100.00	\$ 134,800.00
Men's Olympic Bar	6	Gym/Fan Room	2009/2013	\$ 600.00	\$ 135,400.00
BOSU Ball	2	Gym	2011/2012	\$ 100.00	\$ 135,500.00
Triceps 1100 Bar	3	Gym	2012/2014	\$ 150.00	\$ 135,650.00
Biceps 1100 Bar	1	Gym	2014	\$ 50.00	\$ 135,700.00
Lat Pull Down Bar	3	Gym/Fan Room	2012/2014	\$ 150.00	\$ 135,850.00
Olympic Bar Organizer	2	Gym	2014	\$ 50.00	\$ 135,900.00
V Bar	2	Gym	2011	\$ 50.00	\$ 135,950.00
Rope Pull Down	3	Gym	2011	\$ 75.00	\$ 136,025.00
Straight Bar	1	Gym	2011	\$ 25.00	\$ 136,050.00
Handle Attachment	4	Gym	2011	\$ 100.00	\$ 136,150.00
Ab Ball	2	Gym	2014	\$ 50.00	\$ 136,200.00
Red Ab Mats	7	Gym	2011/2012	\$ 175.00	\$ 136,375.00
Small Plyo Box	2	Gym	2014	\$ 50.00	\$ 136,425.00
Medium Plyo Box	2	Gym	2014	\$ 50.00	\$ 136,475.00
Large Plyo Box	2	Gym	2014	\$ 50.00	\$ 136,525.00
Med Ball	3, 4, 5, 6kg (1)	Gym	2011	\$ 100.00	\$ 136,625.00
Kettlebell	10lbs (3)	Gym/Fan Room	2013/2014	\$ 75.00	\$ 136,700.00
Kettlebell	15lbs (3)	Gym	2013/2014	\$ 75.00	\$ 136,775.00
Kettlebell	20lbs (3)	Gym	2013/2014	\$ 75.00	\$ 136,850.00
Kettlebell	25lbs (5)	Gym/Fan Room	2013/2014	\$ 125.00	\$ 136,975.00
Kettlebell	30lbs (2)	Gym/Fan Room	2013/2014	\$ 50.00	\$ 137,025.00
Kettlebell	35lbs (3)	Gym/Fan Room	2013/2014	\$ 75.00	\$ 137,100.00
Kettlebell	40lbs (2)	Gym/Fan Room	2013/2014	\$ 50.00	\$ 137,150.00
Kettlebell	45lbs (4)	Gym/Fan Room	2013/2014	\$ 100.00	\$ 137,250.00
Kettlebell	50lbs (1)	Gym	2013/2014	\$ 25.00	\$ 137,275.00
Kettlebell	20lbs max (1)	Gym	2013/2014	\$ 25.00	\$ 137,300.00
Med Ball	.4, 8.8, 6.6, 4.4, 1.	Gym/Fan Room	Jul-14	\$ 200.00	\$ 137,500.00

Plated Weights

<u>LBS</u>	<u>Quantity</u>	<u>Location</u>	<u>Received Date</u>	<u>Price</u>	
2.5 lbs	18	Gym	2009/2013	\$ 450.00	\$ 137,950.00
5 lbs	18	Gym	2009/2013	\$ 450.00	\$ 138,400.00
10 lbs	20	Gym	2009/2013	\$ 500.00	\$ 138,900.00
25 lbs	23	Gym	2009/2013	\$ 575.00	\$ 139,475.00
35 lbs	15	Gym	2009/2013	\$ 375.00	\$ 139,850.00
45 lbs	23	Gym	2009/2013	\$ 575.00	\$ 140,425.00

Free Weights

<u>LBS</u>	<u>Quantity</u>	<u>Location</u>	<u>Received Date</u>	<u>Price</u>	
5 lbs	4	Gym	2009/2013	\$ 100.00	\$ 140,525.00
10 lbs	6	Gym	2009/2013	\$ 150.00	\$ 140,675.00
15 lbs	4	Gym	2009/2013	\$ 100.00	\$ 140,775.00
20 lbs	4	Gym	2009/2013	\$ 100.00	\$ 140,875.00
25 lbs	4	Gym	2009/2013	\$ 100.00	\$ 140,975.00
30 lbs	6	Gym	2009/2013	\$ 150.00	\$ 141,125.00
35 lbs	4	Gym	2009/2013	\$ 100.00	\$ 141,225.00
40 lbs	4	Gym	2009/2013	\$ 100.00	\$ 141,325.00
45 lbs	6	Gym	2009/2013	\$ 150.00	\$ 141,475.00
50 lbs	4	Gym	2009/2013	\$ 100.00	\$ 141,575.00
55 lbs	6	Gym	2009/2013	\$ 150.00	\$ 141,725.00
60 lbs	4	Gym	2009/2013	\$ 100.00	\$ 141,825.00
65 lbs	6	Gym	2009/2013	\$ 150.00	\$ 141,975.00
70 lbs	4	Gym	2009/2013	\$ 100.00	\$ 142,075.00
75 lbs	4	Gym	2009/2013	\$ 100.00	\$ 142,175.00
80 lbs	4	Gym	2009/2013	\$ 100.00	\$ 142,275.00
85 lbs	4	Gym	2009/2013	\$ 100.00	\$ 142,375.00
90 lbs	4	Gym	2009/2013	\$ 100.00	\$ 142,475.00

G.2

AS OF: 27SEP2014

MWR ELECTRONIC EQUIPMENT INVENTORY - EXPENDABLE

XBOX GAMES	QTY	
ALIEN VS. PREDATOR	1	
ARMY OF 2	2	
ASSASINS CREED: BLACK FLAG	2	
ASSASSIN'S CREED 2	2	
ASSASSINS CREED 3	2	
BATTLEFIELD 3	1	
BATTLEFIELD 3: LIMITED EDITION	2	
BATTLEFIELD 4	2	
BATTLEFIELD 4: BETA LIMITED EDITION	2	
BATTLEFIELD: BAD COMPANY 2	2	
BORDERLANDS	2	
BORDERLANDS 2:	2	
CABELA'S OUTDOOR ADVENTURES	2	
CALL OF DUTY: BLACK OPS	2	
CALL OF DUTY: BLACK OPS 2	4	
CALL OF DUTY: MW2	24	
CALL OF DUTY: MW3	2	
CALL OF DUTY: WORLD AT WAR	3	
CRYSIS 3	1	
DARKSIDERS II	2	
DEAD TO RIGHTS: RETRIBUTION	2	
DEADRISING 2	1	
DIABLO	1	
DISHONORED	1	
DRAGON AGE 2	2	
ENEMY FRONT	1	
FALLOUT 3	2	
FIFA SOCCER 12	2	
FIFA STREET	1	
FIFA WORLD CUP: SOUTH AFRICA	2	
FIGHT NIGHT CHAMPION	1	
FIGHT NIGHT: ROUND 4	3	
FINAL FANTASY: FINAL FANTASY 8	1	
FORZA MOTORS PORT 3	2	
GEARS OF WAR	1	
GEARS OF WAR 2	1	
GEARS OF WAR: JUDGMENT	2	
GRAND THEFT AUTO 5	2	
HALO 4	6	
HALO: REACH	5	
INDIANA JONES	2	
KUNG FU PANDA	2	
LEFT FOR DEAD 2	2	
MADDEN 10	2	
MADDEN 11	3	
MADDEN 12	5	
MADDEN 13	4	KINECT CAPABLE
MADDEN 15	3	2 ARE DAMAGED 1 MISSING
MADDEN 25	4	KINECT CAPABLE 1DAMAGED
MEDAL OF HONOR: WARFIGHTER	2	
MMA	2	
NBA 2K10	2	
NBA 2K12	2	
NBA 2K13	4	KINECT CAPABLE
NBA JAM	2	
NBA2K14	2	KINECT CAPABLE
NCAA FOOTBALL 11	2	
NCAA FOOTBALL 13	2	
NCAA FOOTBALL 14	4	1 IS DAMAGED

G.3

USS Henry Wise

13-Oct-17

OF

1

1

SIGNATURE OF MESS TREASURER/CUSTODIAN OF RECREATION FUND

APPROVED BY COMMANDING OFFICER	
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MAINTENANCE LOG

Cardio Equipment

Reference owner maintenance manual

Never use ammonia, acid-based, or petroleum-based solvents on any portion of the machine as it may damage the finish.

Machine: _____

Location: _____

Serial number: _____

Age: _____

ROUTINE CARDIO	DATE ENTRY & INTIAL									
Clean: User area with cloth and warm water	DAILY									
Wipe Down: Frame	WEEKLY									
Check Monitors: For low battery indication	WEEKLY									
Inspect: All Nuts, Bolts, and Screws, Tighten if needed	MONTHLY									
Clean & Lubricate: Adjustment pull pins, Seat sliders, and Knob threads.	MONTHLY									
Inspect Belts: for Irregularities: Tighten and Center.	MONTHLY									

NOTES: (Date entry)

MAINTENANCE LOG

Strength Equipment

Reference owner maintenance manual

Never use ammonia, acid-based, or petroleum-based solvents on any portion of the machine as it may damage the finish.

Machine: _____

Location: _____

Serial number: _____

Age: _____

ROUTINE STRENGTH	DATE ENTRY & INTIAL									
Inspect: Lanyards, Weight Stack Pins, Snap Locks, Pulley Swivels	DAILY									
Clean: Upholstery	DAILY									
Wipe Down: Frame	WEEKLY									
Inspect: Cable Tension	MONTHLY									
Clean & Lubricate: ALL Pull Pins, and Guide Rods	MONTHLY									
Inspect: All Nuts, Bolts, and Screws, Tighten if needed	MONTHLY									
Inspect: Cables, Pulleys and Connecting Parts	QUARTERLY									

NOTES: (Date entry)

PRIZE LOG INVENTORY

[illegible]