

B	I	N	G	O
Touch everything	100% Inventory	Durable Memo	Reconcile Shortages	Items in Maintenance
Closeout Daily	TM Memo	Out-Brief	Administrative Adjustments	PBO Initials
Supporting Documents	Use BOM	FREE	Clear CDRs SLOC	In-Brief
Incoming Commander	Set a Schedule	Inventory all Components	Freeze the Books	Like Items
FOI	Clear Outbound Report	Outgoing Commander	Use TM	DA Form 2062

B	I	N	G	O
Use BOM	Administrative Adjustments	Reconcile Shortages	Closeout Daily	Out-Brief
Durable Memo	Use TM	Items in Maintenance	Clear Outbound Report	PBO Initials
Incoming Commander	Clear CDRs SLOC	FREE	In-Brief	100% Inventory
Freeze the Books	Outgoing Commander	Touch everything	DA Form 2062	Set a Schedule
Inventory all Components	Like Items	Supporting Documents	TM Memo	FOI

B	I	N	G	O
Clear Outbound Report	Outgoing Commander	Administrative Adjustments	Like Items	Clear CDRs SLOC
Touch everything	Incoming Commander	Inventory all Components	TM Memo	Items in Maintenance
Supporting Documents	DA Form 2062	FREE	Set a Schedule	Freeze the Books
Use BOM	PBO Initials	Reconcile Shortages	Use TM	Durable Memo
In-Brief	100% Inventory	Out-Brief	Closeout Daily	FOI