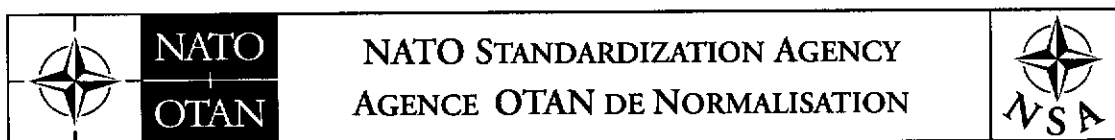


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MILITARY COMMITTEE AIR STANDARDIZATION BOARD (MCASB)

12 October 2005

NSA(AIR)0916 -ASSE/3113

MCASB

STANAG 3113 ASSE (EDITION 7) – PROVISION OF SUPPORT TO VISITING PERSONNEL, AIRCRAFT AND VEHICLES

References:

- A. MAS(AIR)157-ACS/3113 dated 7 May 1993 (Edition 6)
- B. NSA(AIR)0928-ASSE/3113 dated 29 October 2003 (Ratification Draft)(Edition 7)

1. The enclosed NATO Standardization Agreement, which has been ratified by nations as reflected in the **NATO Standardization Document Database (NSDD)**, is promulgated herewith.
2. The references listed above are to be destroyed in accordance with local document destruction procedures.

ACTION BY NATIONAL STAFFS

3. National staffs are requested to examine their ratification status of the STANAG and, if they have not already done so, advise the MCASB, NSA, through their national delegation as appropriate of their intention regarding its ratification and implementation.

A handwritten signature in black ink, appearing to read 'J. MAJ'.

J. MAJ
Brigadier General, POL(A)
Director, NSA

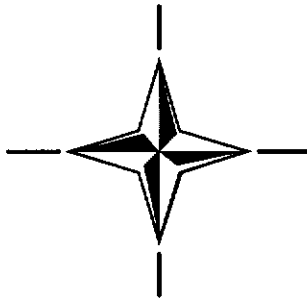
Enclosure:

STANAG 3113 (Edition 7)

NATO Standardization Agency – Agence OTAN de Normalisation
B-1110 Brussels, Belgium Internet site: <http://nsa.nato.int>
E-mail: nsa.air@hq.nato.int – Tel 32.2.707.5591 – Fax 32.2.707.5718

STANAG N° 3113
(Edition 7)

**NORTH ATLANTIC TREATY ORGANIZATION
(NATO)**

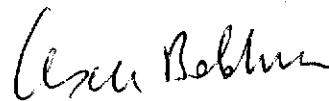


**NATO STANDARDIZATION AGENCY
(NSA)**

**STANDARDIZATION AGREEMENT
(STANAG)**

SUBJECT: PROVISION OF SUPPORT TO VISITING PERSONNEL,
AIRCRAFT AND VEHICLES

Promulgated on 12 October 2005



J. MAJ
Brigadier General, POL(A)
Director, NSA



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RECORD OF AMENDMENTS

No.	Reference/date of Amendment	Date Entered	Signature

EXPLANATORY NOTES

AGREEMENT

1. This NATO Standardization Agreement (STANAG) is promulgated by the Director NATO Standardization Agency under the authority vested in him by the NATO Standardization Organisation Charter.
2. No departure may be made from the agreement without informing the tasking authority in the form of a reservation. Nations may propose changes at any time to the tasking authority where they will be processed in the same manner as the original agreement.
3. Ratifying nations have agreed that national orders, manuals and instructions implementing this STANAG will include a reference to the STANAG number for purposes of identification.

RATIFICATION, IMPLEMENTATION AND RESERVATIONS

4. **Ratification, implementation and reservation details are available on request or through the NSA websites (internet <http://nsa.nato.int>; NATO Secure WAN <http://nsa.hq.nato.int>).**

FEEDBACK

5. Any comments concerning this publication should be directed to NATO/NSA – Bvd Leopold III - 1110 Brussels - BEL.

NATO STANDARDIZATION AGREEMENT
(STANAG)

PROVISION OF SUPPORT TO VISITING PERSONNEL, AIRCRAFT
AND VEHICLES

- Annex: A. Support Provided and Methods of Adjustment
 B. NATO Standard Fuel Sale Slip

Related Documents:

NATO STATUS OF FORCES AGREEMENT

STANAG 1135 SILCEP -	INTERCHANGEABILITY OF FUELS, LUBRICANTS AND ASSOCIATED PRODUCTS USED BY THE ARMED FORCES OF THE NORTH ATLANTIC TREATY NATIONS
STANAG 2034 LOG -	NATO STANDARD PROCEDURES FOR MUTUAL LOGISTIC ASSISTANCE
STANAG 2135 LOG -	PROCEDURES FOR EMERGENCY LOGISTIC ASSISTANCE
STANAG 3430 ASSE -	RESPONSIBILITIES FOR AIRCRAFT CROSS- SERVICING (ACS)
AAP-6 -	NATO GLOSSARY OF TERMS AND DEFINITIONS (ENGLISH AND FRENCH)
ALP-1	PROCEDURES FOR LOGISTICS SUPPORT BETWEEN NATO NAVIES AND NAVAL PORT INFORMATION

AIM

1. The aim of this agreement is to establish the procedures for demand, issue, and loan of support furnished to visiting personnel, aircraft, and vehicles on military installations and establish a NATO STANDARD FORM FOR FUEL SALES for request, acknowledgement of receipt, and return of invoice of fuel provided, applicable to all nations when providing such support to one another. It also indicates the appropriate methods of financial adjustment for that support.

AGREEMENT

2. Participating nations agree to provide support to visiting forces personnel, military aircraft, vehicles and associated equipment and to follow the demand, issue and repayment procedures stated in STANAG 2034.
3. The provision of support will be limited to that which is normally available at the military installations concerned and should not limit the supporting nation's ability to meet its own commitments. Technical support requirements for aircraft will be consistent with stage A, B, or C cross-servicing requirements covered by and agreed to in STANAG 3430, to the extent that these are applicable.

DETAILS OF THE AGREEMENT

4. Procedures for Provision of Support. The following procedures apply to the provision of support:
 - a. Visiting nations will appoint a liaison officer responsible for co-ordination of matters concerning support for each visit.
 - b. The support which may be made available and the methods of adjustment for this support are listed in Annex A. When the support is provided on another than free of charge basis, the procedures in STANAG 2034 will apply.
 - c. Demand for support of aircraft, equipment or personnel should be planned in advance when possible. Ordinarily, more than one business day should suffice for requesting support under the provisions of this STANAG.
5. Procedures for Demand and Issue. The following procedures apply to the demand and issue of support:
 - a. Demand and issue will be effected on the form supplied by the supporting nation in accordance with STANAG 2034, Annex A, or the NATO Standard Fuel Sales Slip in Annex B to this STANAG. The completion and signature will be accepted as evidence that the service has been rendered. Vouchers relating to support provided on a reimbursement or replacement basis must include the following minimum information:
 - (1) Date of issue.
 - (2) Issuing installation.
 - (3) Description and quantity of support provided.
 - (4) Name, rank, service, serial or social security number (if any), and signature of recipient.

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- (5) Parent unit designation and location.
 - (6) Aircraft or vehicle type and registration number.
 - (7) When requesting fuel, use the relevant identification data contained in STANAG 1135. Whenever possible, use NATO Stock Numbers and standard NATO fuel designations.
- b. One copy of the signed voucher will be handed to the liaison officer referred to in sub-paragraph 4.a. A second copy will be forwarded to the recipient's parent unit. The supporting installation will forward the original(s) of the receipted voucher(s) to the billing authority of the supporting nation. If this original is not available, a copy bearing an indication of receipt or a certified true copy may be forwarded.
6. Method of Payment. Procedures outlined in STANAG 2034 will apply unless arrangements have been made for adjustments to be effected in other ways. These procedures will not apply to support provided free of charge.
7. Replacement in Kind. By special agreement, arranged between the authorities of the nations concerned, settlement may be made by replacement in kind.
- a. Replacement in kind of equipment, spares, and consumables excluding fuel, will follow the procedures outlined in STANAG 2034.
 - b. When fuel is to be replaced in kind, the request for replacement must be made within 6 months from the date of original issue, unless otherwise agreed, and unbalanced quantities will be invoiced and paid for in accordance with STANAG 2034, paragraph 15.
 - c. Fuel sales will be documented using the NATO Fuel Sales Slip per paragraphs 11-15 and Annex B in this STANAG.
8. Loan of Equipment and Spares. If a supporting nation can make equipment and spares available only on loan, the following procedures will apply:
- a. The item loaned will be identified by its NATO or national stock number (NSN) and/or serial number and signed vouchers will be distributed as in paragraph 5 above.
 - b. The supporting nation will notify the visiting force of the address to which the item is to be sent, and will provide any special packaging or transportation instructions.
 - c. The visiting nation will be responsible for the packaging and transportation arrangements and for payment of any costs that arise therefrom.

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- d. The loaned item will be returned to the supporting nation within 10 days after the return of the visiting force to its parent unit.
 - e. Transportation and return of equipment, spares and property will be carried out free of customs duties and taxes (to the extent that free of duty transportation is not already provided for in a more general agreement).
 - f. If the item is returned in a condition other than that in which it was loaned (e.g., abnormal wear and tear or loss of equipment life), the supporting nation may make a claim for the cost involved. Costs are to be agreed upon between the nations in each case and claims will be submitted in accordance with STANAG 2034.
9. Pricing of Support. The prices charged will not include any element of profit to the military forces of the supporting nation.
10. Return of Visiting Nation's Property. The following procedure will be adopted when property has been left behind by a visiting force.
- a. The nation owning the property will be asked, on each occasion, for consignee transportation and/or disposal instructions. These instructions must be provided within three months.
 - b. Packaging and transportation costs for returned property will be the liability of the visiting nation. Bills will be presented in accordance with STANAG 2034.
 - c. No credit will be given for property for which the visiting nation has given disposal instructions.

NATO STANDARD FORM FOR FUEL SALES

11. Refuelling and defuelling services will be requested, documented, and invoiced using the NATO Standard Form for Fuel Sales (Standard Form 1898), which is referred to as the "NATO Fuel Sale Slip" in the following. Detailed instructions are at Appendix 1 to Annex B.
12. The Supporting Unit will fill out and imprint the NATO Fuel Sales Slip utilizing the identacard provided by the Supported Unit.

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13. The NATO Fuel Sales Slip will be published in the English and French languages (see Annex B). The United States Defense Logistics Agency, Defense Energy Support Center, Retail Management Division, will provide blank forms, identacards, and form imprinters to any member nation in any quantity free upon request (see Annex B for contact point). National forms may be printed by member countries at their own expense so long as the self-printed forms are of identical size and shape with identical blocks and copies. Size is critical. From top to bottom the form can only be a maximum of 3 3/16 inches (81 mm). Width of the form is 7 7/8 inches (200 mm).
14. The NATO Fuel Sales Slip should have distribution information on the first and last copies (out of five). Copy one should be marked "FUELS OFFICE." Copy five should be marked "PILOT COPY." The copies should be self-carbonating and have the same unique serial number in the far right block.
15. Signature. By signing the NATO Fuel Sales Slip (Annex B), the Supporting Unit and the Supported Unit certify the completeness and correctness of the information contained therein.
16. Claims. Claims will be settled in accordance with the provisions laid down in the NATO Status of Forces Agreement, unless otherwise agreed bilaterally or multilaterally between or among nations.
17. Maintenance and Salvage of Aircraft, Vehicles, and Associated Equipment. Whenever visiting forces request maintenance or salvage to be carried out on their aircraft, vehicles, or equipment, the extent of this maintenance will be agreed upon, in each case, by the nations concerned. The costs of this maintenance, including costs of equipment and spares, will be mutually agreed in each case and recovered in accordance with the procedures outlined in STANAG 2034.
18. Application of the Agreement. This agreement will not prejudice any bilateral or multilateral agreements between or among nations.

IMPLEMENTATION OF THE AGREEMENT

19. This STANAG is implemented when a nation has issued the necessary orders/instructions to the forces concerned putting the procedures contained in this agreement into effect.

SUPPORT PROVIDED AND METHODS OF ADJUSTMENT

NOTE: Unless otherwise agreed between the parties concerned, the following procedures apply.

TYPE OF SUPPORT	METHOD OF ADJUSTMENT			SPECIAL AGREEMENT
	FREE OF CHARGE	PAY BY CASH	REIMBURSEMENT	
1. <u>TECHNICAL SUPPORT</u>				
a. Use of hangers, parking spaces, navigational aids, air traffic control, and other services on an airfield or military installation.	X			
b. Development of film on a supporting installation.	X			
c. Use of equipment for handling and maintenance.	X			
d. Labour for first-line servicing.	X			
e. Labour for maintenance other than indicated in 1.d. above.			X	
f. Costs of packaging and transportation for return of property.			X	X
g. Supply of fuel.			X	X
h. Supply of lubricants and other products ¹ .			X	

¹ Charges for these small quantities or charges for other low value consumables is at the discretion of the local host.

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TYPE OF SUPPORT	METHOD OF ADJUSTMENT			
	FREE OF CHARGE	PAY BY CASH	REIMBURSE-MENT	SPECIAL AGREEMENT
i. Supply of compressed/liquid gases (including oxygen).	X			
(1) If normally available on the installation.				
(2) If not available on the installation.			X	
j. Supply of equipment, spares and consumables other than paragraphs 1.g. and h. above.			X	
k. Loan of equipment and spares.				X
l. Maintenance and salvage.				X
m. Supply of ammunition and ground handling equipment.				X
n. Installation and support for special and additional equipment requested by the visiting nation.				X
2. <u>NON-TECHNICAL SUPPORT</u>				
a. Local area transportation of visiting personnel when provided free of charge for supporting nation personnel.	X			
b. Transportation other than that indicated in 2.a. (buses, train, taxi, etc.).				

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TYPE OF SUPPORT	METHOD OF ADJUSTMENT			
	FREE OF CHARGE	PAY BY CASH	REIMBURSE-MENT	SPECIAL AGREEMENT
c. Use/lease of supporting nation's vehicles other than that indicated in paragraphs 2.a. and 2.b.			X	
d. Dispensary type medical services and urgent (emergency) dental treatment by the installation medical staff.	X			
e. Hospital and medical/dental treatment, other than that indicated in 2.d. above.			X	
f. Meals.		X		
g. Accommodations.		X		
h. Communications over military network.	X			
i. Private telegrams and telephone calls.		X		
j. Official long-distance telephone calls and telegrams.			X	
k. Supply of clothing and personal equipment.			X	
l. Provision of currency, if available.			X	
m. Supplies and services obtained from commercial sources.				X
n. Preservation of physical security of military aircraft.				X

NATO STANDARD FUEL SALE SLIP

FUEL GRADE <i>Catégorie de Carburant</i>		VEHICLE NO. <i>Numero du Vehicule</i>	UNIT ID or UIN <i>Identification</i>	BILLING ADDRESS AND AIRCRAFT INFORMATION (FOR CASH SALES-WRITE "CASH") <i>Adresse de Facturation, Modèle et No d'Immatriculation de l'Avion (Vente au Comptant Indiquez "Paiement Comptant")</i>		SER NO. B567051 FUELS OFFICE
QUANTITY <i>Quantité</i>	MEASURE UNIT <i>Unité de Mesure</i>	UNIT PRICE <i>Prix Unitaire</i>	TOTAL PRICE <i>Prix Total</i>			
SERVICE LOCATION and NATION <i>Lieu de l'Operation et Pays</i>		METHOD OF PAYMENT / Mode de Compensation				
REFUEL <input type="checkbox"/> <i>Plein</i> DEFUEL <input type="checkbox"/> <i>Restitution</i>		REIMBURSEMENT <input type="checkbox"/> <i>Remboursement</i> REPLACEMENT IN KIND <input type="checkbox"/> <i>Remplacement Equivalent</i>				
REMARKS and/or VOUCHER NO. <i>Remarques et/ou Piece Justificative</i>				DIR OF LOG <i>Directeur de Logistique</i> ACCOUNTANT <i>Comptable</i>		ISSUED BY (SIGNATURE) / Service Fournisseur
				RECEIVED BY (SIGNATURE) / Service Acheteur		
				PRINT NAME and RANK / Nom et Grade (en lettres d'imprimerie)		
				ISSUE DATE / Date de Distribution		

DD Form 1898, Apr 2002. Fuel Sale Slip / Facture de Carburant

INSTRUCTIONS FOR COMPLETING THE NATO FUEL SALES SLIP
FOR REQUEST, RECEIPT AND RETURN OR INVOICE OF FUEL SALES

GENERAL: (Each line is block title followed by instructions.)

1. FUEL GRADE: Insert NATO fuel grade or equivalent, i.e. F-34, JP-8, etc.
2. VEHICLE NUMBER: Insert identifying number of refuelling unit used for servicing.
3. UNIT ID or UIN: Insert unit identification or Unit ID Number of Supporting Unit.
4. QUANTITY: Insert quantity of fuel transferred.
5. MEASURE UNIT: Insert units of measurement for fuel, i.e. GAL or LTR.
6. UNIT PRICE: Insert price per unit in local currency.
7. SERVICE LOCATION and NATION: Insert name of base and nation of Supporting Unit (usually imprinted from station plate).
8. TOTAL PRICE: Insert total price, i.e. block 4 multiplied by block 6 or leave blank.
9. REFUEL / DEFUEL: Mark "X" in "REFUEL" block for fuel issues, "DEFUEL" block for return of fuel to storage.
10. METHOD OF PAYMENT: Mark "X" in "REIMBURSEMENT" or "REPLACEMENT IN KIND" as appropriate.
11. BILLING ADDRESS AND AIRCRAFT INFORMATION: Use imprinter to imprint data from identacard provided by Supported Unit in this block.
12. REMARKS and/or VOUCHER No.: Insert remarks or applicable voucher number.
13. DIR OF LOG / ACCOUNTANT: Signatures of the Supporting Unit Director of Logistics and Accountant or designated alternates, if required.
14. ISSUE DATE: Calendar date of fuel sale.
15. ISSUED BY (SIGNATURE): Signature of Supporting Unit operator who issued or received the fuel. The signature in this block certifies the quantity and grade of fuel issued or defuelled.

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16. RECEIVED BY (SIGNATURE): Signature of Supported Unit personnel that received the fuel. The signature in this block certifies the quantity and grade of fuel issued or defiled.

17. PRINT NAME and RANK: Printed name and rank of Supported Unit personnel that received the fuel.

SPECIFICS

18. The United States Defense Logistics Agency, Defense Energy Support Center (DESC), Retail Management Division, will provide bank forms, identacards, imprinter station plates, and form imprinters to any member nation in any quantity free upon request. Requests for forms, imprinters, plates, and cards may be sent to:

DESC-RR
BUILDING 1621-K
2261 HUGHES AVE, SUITE 128
LACKLAND AFB, TX
78236-9828

Telephone#: (USA) 210-925-0282
Fax#: (USA) 210-925-9520

E-mail: rik@dla.mil

19. Units requesting identacards should provide DESC with tail number, aircraft type, national force name, command, aircraft home base and id number, accounting data, and national billing address for each card desired. DESC will process the cards and express mail them back to the requesting party as quickly as possible.

20. Identacards should be laid out in the following six-line format:

SWO SWEDISH AF TFSWB6
391243 JAS 39 GRIPEN
17 BLEKINGE WG AXP

372 25 RONNEBY
SWEDEN, 12345

Codes are as follow:

"SWE" - National military code according to STANAG 1059

"SWEDISH AF" - national force name, provided by home nation

"TFSWB6" - DoDAAC, assigned by DESC

"391243" - aircraft tail number, provided by home nation

"JAS 39 GRIPEN" - aircraft type, provided by home nation

"17 BLEKINGE WG" - aircraft home unit, provided by home nation

"AXP" - fund code, assigned by DESC

"372 25 RONNEBY SWEDEN, 12345" - national fuel billing address, provided by home nation