

MARTIN LUTHER KING HIGH SCHOOL
6100 STENTON AVENUE
PHILADELPHIA, PA 19138

FEBRUARY 26, 2021

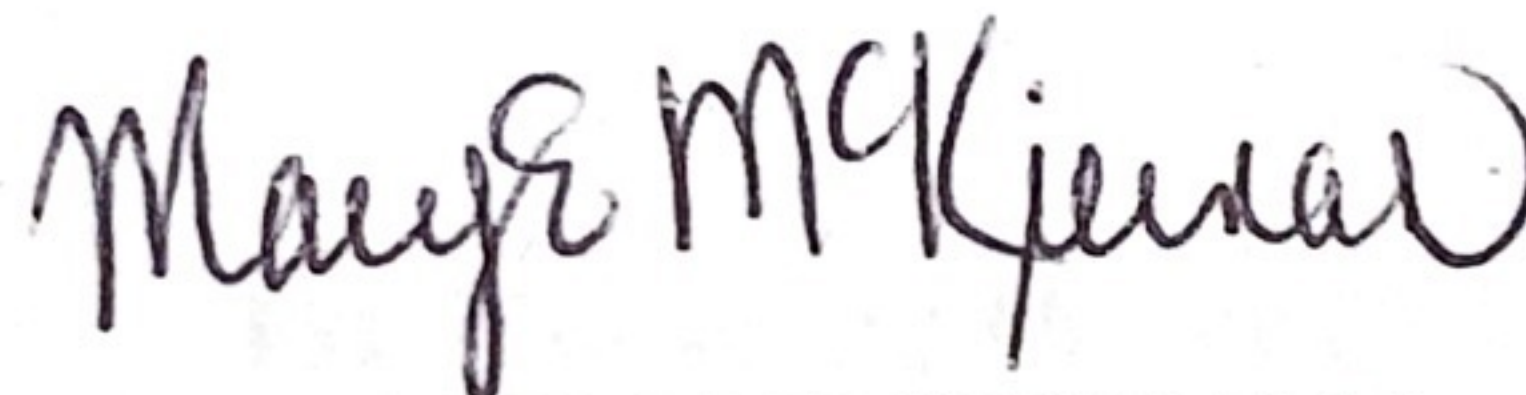
MEMORANDUM FOR CHIEF JROTC

ATTN: Ms. Brenda Gainey, 2D BDE JROTC, 5212 Maryland Avenue, Joint Base McGuire-Dix-Lakehurst, NJ 08640

THRU: DAI OFFICE, School District of Philadelphia, ATTN: LTC (R) Myron M. Young

SUBJECT: SY 20-21 Annual Statement of Assurance from Martin Luther King High School Army JROTC, Philadelphia, PA

1. Attached is the Annual Statement of Assurance for Martin Luther King High School, Army JROTC, Philadelphia, PA.
2. POC for this action is LTC (R) Mary E. McKiernan, 609-534-3806 or mmckiernan@philasd.org.



MARY E MCKIERNAN
LTC, RET, US ARMY
SENIOR ARMY INSTRUCTOR
MARTIN LUTHER KING HS AJROTC

Encls

1. JUMS Management Control Report
2. 145-8-3 Supply Checklist
3. Appropriated Funds Checklist
4. GPC Checklist
5. School Funds Checklist
6. DA Form 11-2 ICE Certification
7. JUMS Screenshot

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Management Control Report
As of 27 Feb 2021

Validation Statement:

I have reasonable assurance that the combination of actions taking place within my unit ensure that management controls are in place and operating as intended.

Name: MARY MCKIERNAN

Report Date: 27 Feb 2021

Title: SAI

Suspense Date: 28 Feb 2021

School: MARTIN LUTHER KING HS

Checklists: The following checklists have been completed:

School Fund Control (CCR 11-2)

09 Feb 2021 Date Checklist Completed

No Exempted Under CCR 11-2

Postal Service (CCR 11-2)

09 Feb 2021 Date Checklist Completed

No Exempted Under CCR 11-2

Local/Long Distance Telephone Service (CCR 11-2)

09 Feb 2021 Date Checklist Completed

No Exempted Under CCR 11-2

Logistics (Logistics checklist in CCR 145-8)

09 Feb 2021 Date Checklist Completed

Government Purchase Card

(Updated checklist is located on the ASA (FM) website under Management Control Inventory)

09 Feb 2021 Date Checklist Completed

Budget Execution (DFAS IN 37-1, Appendix W)

09 Feb 2021 Date Checklist Completed

Weaknesses Found/Action Taken:

None - sensitive items are now secured in locked containers.



2nd "Freedom" Brigade ROTC

Command Supply Discipline Program JROTC Supply Compliance Checklist		CHECKLIST REVISION DATE: 06 January, 2020
SCHOOL: Martin Luther King High School	PROGRAM REPRESENTATIVE(S): LTC McKiernan, SFC Adams	DATE VISITED Oct 30, 2019
Staff Assistance Provided or Inspection Conducted By:		
NAME (printed): MSG. Foster	PHONE NUMBER and EMAIL:	BDE HQ or HOST SCHOOL: 2 nd , BDE

Files and Required Supply Documentation – AR 710-2, CCR 700-1

Item	Y/ N	Comments/Justification
Is there a memorandum signed by the school Principal appointing a Military Property Custodian (MPS)? (Memo is valid until MPS leaves or duties are reassigned IAW CCR 700-1, para 1-4e)	Y	
Is there a memorandum on file appointing a Command Supply Discipline Monitor (CSDP)? (Memo is valid until MPS leaves or duties are reassigned IAW CCR 700-1, para 1-4e)	Y	
Is there a current CTA 50-900 or CTA 909 on file?	Y	
Is there a current JROTC Basis Of Issue (BOI) on file?	Y	
Is there a current Property Insurance or Bond Certificate on file for the current year?	Y	

Supply SOP - CCR 145-2

Item	Y/ N	Comments/Justification
Does the unit have an SOP covering all supply standards and procedures? (Each BDE/DAI Office must publish SOP guidance to the subordinate unit)	Y	

Document Register – DA Pam 710-2-1, AR 710-2

Item	Y/ N	Comments/Justification
Does the unit have a document register? Examples include: FedMall printout showing document numbers; a print out of the GPC transactions with updated status; an excel spread sheet with all purchases and status or a DA Form 2064.	Y	
Does the Document Register distinguish between durable/expendable and non-expendable items?	Y	
Does the Document Register show an updated status (within the last 30 days) of every open entry, including items on back order?	Y	

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Can non-expendable transactions be validated by matching entries on the Document Register, Hand Receipt, and shipping/receiving document file?	Y	
Are copies of shipping/receiving documents and DD 250 being forwarded to BDE JROTC within 5 working days?	Y	
Property Book Office - DA PAM 710-2, AR 735-5, AR 710-2, CCR 700-1		
Item	Y/ N	Comments/Justification
Has all accountable property been added to the GCSS-A property hand receipt?	Y	
Are all discrepancies reported to the PBO? (Must report through BDE JROTC)	Y	
Durable Items - DA PAM 710-2, AR 735-5, AR 710-2, CCR 700-1		
Item	Y/ N	Comments/Justification
Are all durable items not in the JROTC area on a Hand Receipt?	Y	
Is the Gain/Loss report accurate for durable items?	Y	
Cadet Uniforms - AR 710-2, CCR 700-1		
Item	Y/ N	Comments/Justification
Does the unit have appropriate quantity and sizes of uniforms?	Y	
Does JUMS Clothing Shelf Inventory data accurately reflect the actual number of items in the clothing supply room? (BDE/DAI staff may randomly select a sampling of items to check)	Y	
Is the Gain/Loss report accurate for uniform items?	Y	
Are Privacy Act/Health Statement and Property Hand Receipt signed by parents and filed?	Y	
Are uniforms being issued and documented on DA Form 3645-1 or DA Form 3161 and cross-referenced in JUMS?	Y	
Is DA Form 3645-1, DA Form 3161 or JUMS Survey on file	Y	



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for uniform items?		
Were uniform items inventoried at the end of the previous SY?	Y	
Dropped Items – AR 710-2, CCR 700-1		
Item	Y/ N	Comments/Justification
Are FLIPLs on file for all dropped items documented on DA Form 3161, DD form 200 or JUMS?	Y	
OCIE – AR 710-2, DA PAM 710-2-1, CCR 700-1, PARA 2-13		
Item	Y/ N	Comments/Justification
Are OCIE Items inventoried?	Y	
Is there documentation showing Cadets were issued and returned OCIE items?	Y	
Accounting for losses (FLIPL) – AR 735-5, PARA 13-16		
Item	Y/ N	Comments/Justification
Was a DD Form 200 completed to document missing or stolen items?	Y	
Did the school replace stolen or vandalized items?	Y	
Annual Inventory – DA PAM 710-2-1, AR 710-2, CCR 700-1		
Item	Y/ N	Comments/Justification
Was the 100% inventory sent to BDE JROTC for previous FY? (The signed Property hand receipt is due in MAY and NOV each year & Command-Directed Inventory memo due in NOV)	Y	
Is JUMS wall to wall (100%) inventory up to date? (completed within the last 12 months)	Y	
Instructor Standards – CCR 145-2, PARA 4-12		
Item	Y/N	Comments/Justification
Did MPS attend JSOCC-LOG resident course as required?	Y	

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