

**Logistics**  
**SEMI-ANNUAL FUEL CONSUMPTION REPORT (RCS: RCLG-044)**

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**History.** This is the initial printing of USARC Regulation 700-2.

**Summary:** This regulation establishes responsibilities and provides procedures for completing the Semi-Annual Fuel Report (RCS: RCLG-044).

**Applicability.** This regulation applies to all U.S. Army Reserve Major Subordinate Commands (MSCs) and installations under the command and control of Headquarters, U.S. Army Reserve Command, (HQ, USARC).

**Proponent and exception authority.** The proponent of this regulation is the Deputy Chief of Staff, Logistics (DCSLOG). The proponent has the authority to approve exceptions to this regulation that are consistent with controlling law and regulation. Proponents may delegate this approval authority, in writing, to a division chief under their supervision within the proponent agency in the grade of colonel or the civilian equivalent.

**Interim changes.** Interim changes to this regulation are not official unless authenticated by the Director, Army Reserve Information Systems Services. Users will destroy interim changes on their expiration date unless superseded or rescinded.

**DISTRIBUTION:** B+ installations

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## Chapter 1 General

### 1-1. Purpose

This regulation establishes the Semi-Annual Fuel Consumption Report (RCS: RCLG-044) and prescribes responsibilities, policies, and procedures for its preparation.

### 1-2. References

Related publications.

- a. AR 710-2 (Supply Policy Below the Wholesale Level).
- b. DA Pam 710-2-1 (Using Unit Supply System - Manual Procedures).
- c. DA Pam 710-2-2 (Supply Support Activity Supply System: Manual Procedures).

### 1-3. Responsibilities

**a. The USARC, Deputy Chief of Staff for Logistics (DCSLOG), will—**

- (1) Exercise supervision over the Fuel Reporting Program.

**Suggested improvements.** Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Commander, USARC, ATTN: AFRC-LG, 1401 Deshler Street SW, Fort McPherson, GA 30330-2000.

FOR THE COMMANDER:

ANTONIO M. TAGUBA  
Brigadier General, USA  
Chief of Staff

OFFICIAL:

*SIGNED*  
MELVIN T. LEONARD, JR.  
Director, Army Reserve  
Information Systems Services

- (2) Formulate broad policies for collection, consolidation, and submission of all reports.
  - (3) Collect Semi-Annual Fuel Consumption Reports (RCS: RCLG-044) from MSCs and installations.
- b. Commanders of Army Reserve MSCs will—**
- (1) Collect fuel consumption data from all subordinate units and direct reporting units (DRUs).
  - (2) Consolidate information and submit the Semi-Annual Fuel Consumption Report (RCS: RCLG-044) to Supply Division, USARC, in accordance with the schedules and procedures prescribed in chapter 2 of this regulation.
  - (3) Ensure USAR unit commanders keep accurate records for all fuel consumption and task them to provide this data as required.
- c. Installation commanders will—**
- (1) Ensure data is collected in a timely manner.
  - (2) Prepare the recurring Semi-Annual Fuel Consumption Report (RCS: RCLG-04) correctly and submit it to Supply Division, DCSLOG, USARC, as prescribed in chapter 2 of this regulation.

## Chapter 2 Procedures

### 2-1. Procedures

a. Submit the Semi-Annual Fuel Consumption Report (RCS: RCLG-044) as follows:

(1) The MSCs and installations will consolidate and submit fuel consumption figures for the first half of the fiscal year (October through March) **not later than 15 May** to Commander, USARC, ATTN: AFRC-LGS, 1401 Deshler Street SW, Fort McPherson, GA 30330-2000.

(2) The MSCs and installations will consolidate and submit fuel consumption figures for the entire fiscal year (October through September) **not later than 15 November** to Commander, USARC, ATTN: AFRC-LGS, 1401 Deshler Street SW, Fort McPherson, GA 30330-2000.

b. Collect only information for property book equipment. Do not include GSA vehicle fuel or facility heating fuel in this report.

### 2-2. Instructions and format for submitting the Semi-Annual Fuel Consumption Report (RCS: RCLG-044).

a. Information required for the Semi-Annual Fuel Consumption Report is as follows:

(1) MSC or Installation designation.

(2) Period covered. *Examples:* Oct 98 through Mar 99 – OR -- Oct 98 through Sep 99.

(3) Identify type of fuel as follows:

(a) **Aircraft Operations:** JP-4, JP-8, AVGAS.

(b) **Vessel Operations:** JP-8, Diesel.

(c) **Vehicle Operations:** JP-8, Diesel, Mogas Unleaded, Mogas Leaded.

(d) **Other:** Butane, Propane.

(4) Each type of fuel must be broken down into the following categories:

(a) **Gallons:** Purchased by Military Interdepartmental Purchase Request (**MIPR**) or Tactical **Credit Card** and the **Total**.

(b) **Total Dollars:** Broken down to purchases by **MIPR** or **Credit Card** and the **Total** of each.

b. Submit information in the format at appendix A.

## Appendix A Report Format

MSC / Installation XXXXXXX XXXXXXX  
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FUEL CONSUMPTION FOR XX Xxx 1998 thru XX Xxx 1998

TYPE FUEL

Gallons

Total Dollars

	MIPR	Credit Card	Total	MIPR	Credit Card	Total
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**Aircraft Operations**

JP-4	###	###	###	\$#,###.##	\$#,###.##	\$#,###.##
JP-8	###	###	###	\$#,###.##	\$#,###.##	\$#,###.##
AVGAS	###	###	###	\$#,###.##	\$#,###.##	\$#,###.##

**Vessel Operations**

JP-8	###	###	###	\$#,###.##	\$#,###.##	\$#,###.##
Diesel	###	###	###	\$#,###.##	\$#,###.##	\$#,###.##

**Vehicle Operations**

JP-8	###	###	###	\$#,###.##	\$#,###.##	\$#,###.##
Diesel	###	###	###	\$#,###.##	\$#,###.##	\$#,###.##
Mogas Unleaded	###	###	###	\$#,###.##	\$#,###.##	\$#,###.##
Mogas Leaded	###	###	###	\$#,###.##	\$#,###.##	\$#,###.##

**Other**

Butane	###	###	###	\$#,###.##	\$#,###.##	\$#,###.##
Protane	###	###	###	\$#,###.##	\$#,###.##	\$#,###.##