

PICA or SICA Management Level
Change or Reassignment Request Worksheet
(Replaces JLC Form 19)

Part 1. To be completed by the requesting office		
1. From (SVC Code, Mgt Code, Name, Address, Phone)		
2. To (SVC Code, Mgt Code, Address)		
3. National stock number (NSN)		
4. Primary part number		
5. Application		
6. Item name		
7. NSN of suitable substitutes		
8. Unit price		
9. Actions recommended by the PICA or SICA	Reassignment of PICA/SICA responsibility From managing activity code: To managing activity code:	
10. Change in management level code	Enter the proposed management level change: From: To:	
11. Reason for request	Specify the reason: Provide the rationale for requesting the change:	
12. Last 2 years demand		
13. Quantity on hand		
14.a. Quantity due in		
14.b. Quantity due out		
15. Item management code		
16. PICA data elements affected by the change		
Enter the current and proposed PICA data elements requiring the change:	From:	To:
a. MOE rule *		
b. NIMSC		
b.1. Depot source of repair		
c. Catalog management data (CMD), e.g., acquisition advice code or repair code		
d. Other codes		
e. Note any continuing foreign military sales (FMS) support requirements by inserting the applicable FMS sponsor only		

PICA or SICA Management Level
Change or Reassignment Request Worksheet
 (Replaces JLC Form 19)

17. SICA Data elements affected by the change		
Enter the current and proposed SICA data elements requiring the change:	From:	To:
a. MOE rule *		
b. NIMSC		
b.1. Depot source of repair		
c. Catalog management data (CMD), e.g., acquisition advice code or repair code		
d. Other codes		
e. Note any continuing foreign military sales (FMS) support requirements by inserting the applicable FMS sponsor only		
18. Point of contact	Name Office symbol or code DSN phone number	
19. Response due date		
20. Repair or overhaul specification or publication number		
21. Estimated overhaul cost		
22. Estimated credit for unserviceable returns	Enter 65 percent for NIMSC 5 items.	
23. Overhaul activity code		
24 & 25 Signature, name, and title of requesting official	<hr style="border: 1px solid black;"/> Signature Name: Title:	
26. Date		
<small>* For additional information on MOE rules, please reference DoD 4100.39-M - Volume 13 - FLIS Procedures Manual Material Management Decision Rule Tables http://www.dl.is.dla.mil/PDFs/Procedures/vol13.pdf</small>		

PICA or SICA Management Level
Change or Reassignment Request Worksheet
 (Replaces JLC Form 19)

Part 2. To be completed by the approving authority.	
1. From (SVC Code, Mgt Code, Name, Address, Phone)	
2. To (SVC Code, Mgt Code, Address)	
3. Response to requested change	<input type="checkbox"/> Concur <input type="checkbox"/> Nonconcur Remarks to explain response:
4. Approved NIMSC or MOE rule change	
5. Document control number	
6. Proposed effective transfer date	
7. Materiel support date	
8 & 9. Signature, name, and title of approving official	<hr style="border: 1px solid black;"/> <div style="text-align: center;">Signature</div> Name: Title:
10. Date	