

HAND RECEIPT MANUAL  
COVERING THE END ITEM/COMPONENTS OF END ITEM (COEI),  
BASIC ISSUE ITEMS (BII), AND ADDITIONAL AUTHORIZATION LIST (AAL)  
FOR

**AIR CONDITIONER, COMPACT VERTICAL  
208 VOLT, 3 PHASE, 50/60 HERTZ,  
18,000 BTU COOLING, 12,000 BTU HEATING,  
(AMERICAN AIR FILTER MODEL CH 620-2) AND  
(KECO INDUSTRIES,, INC. MODEL F18T-2)  
(NATIONAL STOCK NO. 4120-00-168-1781)**

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HEADQUARTERS, DEPARTMENT OF THE ARMY

5 FEBRUARY 1979

**HAND RECEIPT** }  
TM 5-4120-308-15-HR }

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DEPARTMENT OF THE ARMY  
WASHINGTON, DC, 5 February 1979

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(KECO INDUSTRIES, INC. MODEL F18T-2)  
(NSN 4120-00-168-178)**

**REPORTING OF ERRORS**

**You can help improve this manual. If you find any mistakes or know of a way to improve the procedures, please let us know. Mail your letter, or DA Form 2028 (Recommended Changes to Publications and Blank Forms), direct to Commander, US Army Troop Support and Aviation Materiel Readiness Command, ATTN: DRSTS-MTPS, 4300 Goodfellow Boulevard, St. Louis, MO 63120. A reply will be furnished direct to you.**

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## **SECTION I INTRODUCTION**

### **1. Scope**

The publication provides a listing on an overprinted DA Form 2062 (Hand Receipt) of accountable System/End Item, Components of End Item (COEI), Basic Issue Items (BII), and Additional Authorization List (AAL) items related to Air Conditioner, Compact Vertical: 208 Volt, 3-Phase, 50/60 Hertz.

**2. General.** Section II is the overprinted DA Form 2062 listing the End Item/ COEI, BII, and AAL items extracted from TM 5-4120-308-15. The listings consist of exactly the same items and are in the same sequence as those listings in TM 5-4120-308-15. The overprinted DA Form 2062 will eliminate manual preparation of the form and will assist organizational in inventorying and accounting for property as required by AR 710-2. Local reproduction of the overprinted DA Form 2062 is authorized. However, organizations will comply with local policies in the reproduction of DA Form

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### **3. Explanation of Blocks and Columns** (DA Form 2062).

*a. Form.* Enter the organization designation for which the property book is maintained.

*b. To.* Enter the unit identification code and the hand receipt file number or the unit receiving the property. The unit identification code is not normally known by the procuring activity. It will have to be added in the field.

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*c. Stock No.* Enter the national stock number of the item described.

*d. Item description.* Enter nomenclature, any publication reference (to include issue date), and serial/USA number, if applicable, which will be useful to identify and control the item.

*e. T' (a).* Enter the total allowance authorized a hand receipt holder by a MTOE, TDA, or other authorized media (pencil entry).

*f. C' (t).* Leave blank.

*g. Balance columns.*

(1) Enter the total quantity possessed by the receiving unit for each item listed. All quantity

totals will be advanced to the next balance column on any item changes, annotated "adjusted, " dated, and signed by the responsible individual.

(2) The individual receiving property will sign and date the appropriate balance column on the bottom of the last page below a drawn line as shown. When an inventory is taken, the column will be annotated "Per inventory."

*h. Page No./No. of Pages.* Hand receipt holder will date and initial each page number (only when two or more forms are involved). When hand receipt holders change, the old initials will be lined out and the new hand receipt holder will initial each page.

SECTION II  
HAND RECEIPT

<b>HAND RECEIPT/ANNEX NO.</b> <small>(AR 735-35)</small>		<b>FROM:</b>		<b>TO:</b> Hand Receipt File No.											
Following last item, state in each balance column the type of action (e.g. <i>issue, turn-in, inventory, etc.</i> ) producing this balance, date of action, and signature.		Fill in the following when this form is used as Hand Receipt Annex.													
		CATALOG NO. TM 5-4120-308-15		CURR OP ALW ITEM Air Conditioner 18,000 BTU Cooling											
STOCK NO.	ITEM DESCRIPTION	T <sup>1</sup> (a)	C <sup>2</sup> (i)	BALANCE											
				1	2	3	4	5	6	7	8	9	10	11	12
	BASIC ISSUE ITEMS (BII)														
7520-00-559-9618	Case, Manual														
	SYSTEM/END ITEM, COMPONENTS OF END ITEMS (COEI)														
	NONE														
	ADDITIONAL AUTHORIZATION LIST (AAL)														
	NONE														
		<sup>1</sup> T - Total allowance for Hand Receipts. (a) - Authorized per item for Hand Receipt Annexes. <sup>2</sup> C - Current operating allowance for Hand Receipts. (i) - Total authorized for Hand Receipt Annexes.				PAGE NO. NO. OF PAGES									

TM 5-4120-308-15-HR

[illegible]

By Order of the Secretary of the Army:

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RECOMMENDATION MAKE A CARBON COPY OF THIS  
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## THE METRIC SYSTEM AND EQUIVALENTS

### LENGTH MEASURE

1 Centimeter = 10 Millimeters = 0.01 Meters = 0.3937 Inches  
 1 Meter = 100 Centimeters = 1000 Millimeters = 39.37 Inches  
 1 Kilometer = 1000 Meters = 0.621 Miles

### WEIGHTS

1 Gram = 0.001 Kilograms = 1000 Milligrams = 0.035 Ounces  
 1 Kilogram = 1000 Grams = 2.2 lb.  
 1 Metric Ton = 1000 Kilograms = 1 Megagram = 1.1 Short Tons

### LIQUID MEASURE

1 Milliliter = 0.001 Liters = 0.0338 Fluid Ounces  
 1 Liter = 1000 Milliliters = 33.82 Fluid Ounces

### SQUARE MEASURE

1 Sq. Centimeter = 100 Sq. Millimeters = 0.155 Sq. Inches  
 1 Sq. Meter = 10,000 Sq. Centimeters = 10.76 Sq. Feet  
 1 Sq. Kilometer = 1,000,000 Sq. Meters = 0.386 Sq. Miles

### CUBIC MEASURE

1 Cu. Centimeter = 1000 Cu. Millimeters = 0.06 Cu. Inches  
 1 Cu. Meter = 1,000,000 Cu. Centimeters = 35.31 Cu. Feet

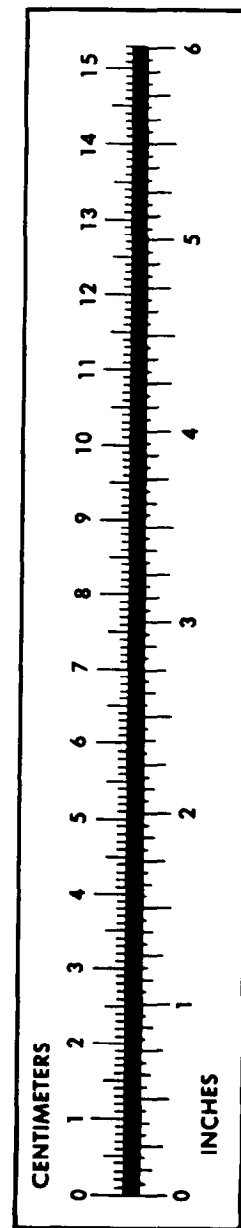
### TEMPERATURE

$5/9(^{\circ}\text{F} - 32) = ^{\circ}\text{C}$   
 212° Fahrenheit is equivalent to 100° Celsius  
 90° Fahrenheit is equivalent to 32.2° Celsius  
 32° Fahrenheit is equivalent to 0° Celsius  
 $9/5^{\circ}\text{C} + 32 = ^{\circ}\text{F}$

### APPROXIMATE CONVERSION FACTORS

TO CHANGE	TO	MULTIPLY BY
Inches	Centimeters	2.540
Feet	Meters	0.305
Yards	Meters	0.914
Miles	Kilometers	1.609
Square Inches	Square Centimeters	6.451
Square Feet	Square Meters	0.093
Square Yards	Square Meters	0.836
Square Miles	Square Kilometers	2.590
Acres	Square Hectometers	0.405
Cubic Feet	Cubic Meters	0.028
Cubic Yards	Cubic Meters	0.765
Fluid Ounces	Milliliters	29.573
Quarts	Liters	0.473
Gallons	Liters	0.946
Ounces	Liters	3.785
Pounds	Grams	28.349
Short Tons	Kilograms	0.454
Pound-Feet	Metric Tons	0.907
Pounds per Square Inch	Newton-Meters	1.356
Miles per Gallon	Kilopascals	6.895
Miles per Hour	Kilometers per Liter	0.425
	Kilometers per Hour	1.609

TO CHANGE	TO	MULTIPLY BY
Centimeters	Inches	0.394
Meters	Feet	3.280
Meters	Yards	1.094
Kilometers	Miles	0.621
Square Centimeters	Square Inches	0.155
Square Meters	Square Feet	10.764
Square Meters	Square Yards	1.196
Square Kilometers	Square Miles	0.386
Square Hectometers	Acres	2.471
Cubic Meters	Cubic Feet	35.315
Cubic Meters	Cubic Yards	1.308
Milliliters	Fluid Ounces	0.034
Liters	Pints	2.113
Liters	Quarts	1.057
Liters	Gallons	0.264
Grams	Ounces	0.035
Grams	Pounds	2.205
Metric Tons	Short Tons	1.102
Newton-Meters	Pounds-Feet	0.738
Kilopascals	Pounds per Square Inch	0.145
Kilometers per Liter	Miles per Gallon	2.354
Kilometers per Hour	Miles per Hour	0.621







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