

COMOMAGINST 4050.1C  
N4  
12 Dec 02

COMOMAG INSTRUCTION 4050.1C

Subj: APPOINTMENT OF PERSONAL EFFECTS INVENTORY BOARD

Ref: (a) NAVSUP P-485, Volume 1, Part D, Section 1/1255

Encl: (1) DD Form 553, Deserter/Absentee Wanted by the Armed Forces  
(2) Sample NAVSUP Form 29, Inventory or Personal Effects

1. Purpose. To appoint a Personal Effects Inventory Board as required by reference (a).

2. Cancellation. COMOMAGINST 4050.1B.

3. Background. A Personal Effects Inventory Board is required to inventory personal effects of all military personnel within ten calendar days of the issuance of DD Form 553, notification of death, hospitalization, or missing status of a service member. A blank DD Form 553 is provided in enclosure (1).

4. Action. A Personal Effects Inventory Board, for enlisted owned effects, will consist of the division petty officer and the division officer (a billet which may be filled by senior enlisted person); for officer owned effects, the inventory board will consist of two officers. Upon notification of the hospitalization, missing status, death, or desertion of a military member assigned to this command, the Personal Effects Inventory Board will conduct an accurate and complete inventory of the subject's personal effects. The results of this inventory will be recorded on a NAVSUP Form 29. A sample DD Form 29 is provided in enclosure (2). Upon completion of the inventory, the Personal Effects Inventory Board will deliver all personal effects to the Supply Officer for storage or disposition.

T. W. AUBERRY

Distribution: (COMOMAGINST 5216.1T)  
List I, II (Case A)