DOD 5160.65-M

Assistant Secretary of Defense
(Production and Logistics)
(703)697-6249

DEPARTMENT OF DEFENSE

AD-A267 927

SINGLE MANAGER FOR CONVENTIONAL AMMUNITION

(IMPLEMENTING JOINT CONVENTIONAL AMMUNITION POLICIES AND PROCEDURES)

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FOREWORD

This manual is published under the authority of DoD Directive 5160.65, "Single Manager for Conventional Ammunition," November 17, 1981. It prescribes uniform procedures concerning the Single Manager for Conventional Ammunition (SMCA) and the Military Services in the execution of their assigned responsibilities in the conventional ammunition program.

This manual applies to the Office of the Secretary of Defense (OSD), the Military Departments , the Joint Staff, the Unified and Specified Commands, the Defense Agencies, and activities supported administratively by OSD (hereafter referred to collectively as "DoD Components"). The term "Military Services," as used herein refers to the Army , the Navy, the Air Force, and the Marine Corps.

This manual is effective immediately and is mandatory for use by all DoD Components. Heads of DoD Components may issue supplementary instructions only when necessary to provide for unique requirements within their respective Components.

Recommended changes to the manual should be sent through channels to:

Department of the Army
Executive Director for
Conventional Ammunition (AMXED-RP)
5001 Eisenhower Avenue
Alexandria, VA 22333-0001

DoD Components may obtain copies of this manual through their own publication channels. Other Federal Agencies and the public may obtain copies from the:

U. S. Department of Commerce
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5285 Port Royal Road
Springfield, VA 22161

Jack Katzen

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ACRONYMS AND ABBREVIATIONS

AAA - Army Ammunition Activity

AA&E - Arms, Ammunition, and Explosives

A&E - Ammunition and Explosives

AAO - Authorized Acquisition Objective

AAP - Army Ammunition Plant

AAW - Anti-Air Warfare

ACA - Air Clearance Authority

ACR - Ammunition Condition Report

AD - Armament Division (Air Force Systems Command)

ADC - Ammunition Data Card

ADL - Automated Data List

ADP - Automated Data Processing

ADPE - Automatic Data Processing Equipment

AD/SD - Armament Division, Armament Systems Directorate

A&E - Ammunition and Explosives

AECA - Arms Export Control Act

AFAO - Approved Force Acquisition Objective

AFLC - Air Force Logistics Command

AFPRO - Air Force Plant Representative Office

AFR - Approved Force Retention

AFRI - Approved Force Retention Increment

AFSC - Air Force Systems Command

AFTOs - Air Force Technical Orders

AIF - Army Industrial Fund

AIIQ - Acquisition Initial Issue Quantity

AIRMS - Armament Industrial Readiness Management System

ALC - Air Logistics Center

AMC - U.S. Army Materiel Command

AMCCOM - U.S. Army Armament, Munitions, and Chemical Command

AMMRC - Army Materials and Mechanics Research Center

AMRAD Committee - Armament/Munitions Requirements, Acquisition, and Development Committee

ANSI - American National Standard Instruction

AP - Acquisition Plans

APE - Ammunition-Peculiar Equipment

APOI - Abbreviated Plan of Investigation

AQL - Acceptable Quality Level

AR - Army Regulation

ARDC - U.S. Army Armament Research and Development Center

ASA - Assistant Secretary of the Army

ASAPP - Armament Systems Automated Production Plan

ASA(RDA) - Assistant Secretary of the Army (Research, Development, and Acquisition)

ASD - Assistant Secretary of Defense

ASDA - Accountable Supply Distribution Activity

ASD(C) - Assistant Secretary of Defense (Comptroller)

ASF - Army Stock Fund

ASI - Additional Skill Identifier

ASPPO - Armed Services Production Planning Officer

AUTODIN - Automatic Digital Network

BES - Budget Execution System

BII - Basic Item of Issue

BOA - Basic Ordering Agreement

BPI - Bits Per Inch

BPU - Base Production Unit

CAAA - Crane Army Ammunition Activity

CAAP - Conventional Ammunition Acquisition Plan

CAO - Contract Administration Office

CAWCF - Conventional Ammunition Working Capital Fund

CBE - Command Budget Estimate

CBU - Cluster Bomb Unit

CC - Card Column

CCB - Configuration Control Board

CDR - Critical Design Review

CDRS - Container Design Retrieval System

CFR - Code of Federal Regulations

CG - Commanding General

CI - Configuration Item

CIC - Content Indicator Code

CLIN - Contract Line Item Number

CM - Configuration Management

CMP - Configuration Management Plan

CMS - Care, Maintenance, and Surveillance

COB - Command Operating Budget

COBOL - Common Business-Oriented Language

COCO - Contractor-Owned, Contractor-Operated

COE - Corps of Engineers

CONUS - Continental United States

CRAMSHIP - Complete Round Ammunition Shipments

CRDD - Customer Required Delivery Date

CRIB - Command Review of Industrial Base

CRS - Contingency Retention Stocks

CSR - Chief of Staff Regulation

CUE - Common Use Equipment

DA - Department of the Army

DCAA - Defense Contract Audit Agency

DCAS - Defense Contract Administration Service

DCG - Deputy Commanding General

DCP - Decision Coordinating Papers

DDC - Defense Documentation Center

D/DC - Demurrage/Detention Charges

DDESB - Department of Defense Explosives Safety Board

DE/DUI - Data Elements/Data Use Identifiers

DESCOM - U.S. Army Depot Systems Command

DIC - Document Identifier Code

DID - Data Item Description

DIDS - Defense Integrated Data Systems

DIPEC - Defense Industrial Production Equipment Center

DISREPs - Discrepancies in Shipments

DL - Data List

DLA - Defense Logistics Agency

DLSC - Defense Logistics Service Center

DLT - Decision Logic Table

DMISA - Depot Maintenance Inter-Service Support Agreement

DMS - Defense Materiel System

DMWR - Depot Maintenance Work Requirement

DoD - Department of Defense

DoDAC - Department of Defense Ammunition Code

DoDAAC - DoD Activity Address Code

DoDAAD - DoD Activity Address Directory

DoDIC - Department of Defense Identification Code

DoT - Department of Transportation

DP - Data Package

DPAS - Defense Priorities and Allocation System

DPDO - Defense Property Disposal Office

DPDS - Defense Property Disposal Service

DPS - Defense Priority System

DSAA - Defense Security Assistance Agency

DSACS - Defense Standard Ammunition Computer System

DSR - Depot Surveillance Record

DTS - Defense Transportation System

DUI - Data Use Identifier

ECP - Engineering Change Proposal

EDCA - Executive Director for Conventional Ammunition

EDN - Element Data Number

EIA - Environmental Impact Assessment

EIS - Environmental Impact Statement

EOD - Explosive Ordnance Disposal

EPA - Environmental Protection Agency

ERS - Economic Retention Stocks

ETA - Estimated Time of Arrival

FAAT - First Article Acceptance Testing

FAR - Federal Acquisition Regulation

FCA - Functional Configuration Audit

FDT - First Destination Transportation

FIFO - First-In, First-Out

FIIG - Federal Item Identification Guide

FMS - Foreign Military Sales

FORTRAN - Formula Translation

FRS - Fast Release System

FSC - Federal Supply Classification

FSD - Full-Scale Development

FSED - Full-Scale Engineering Development

FSG - Federal Supply Group

FSN - Federal Stock Number

FY - Fiscal Year

FYDP - Five-Year Defense Program

GA - Grant Aid

GBL - Government Bill of Lading

GFE - Government-Furnished Equipment

GFM - Government-Furnished Material

GFP - Government-Furnished Property

GIM - Gaining Item Manager

GOCO - Government-Owned, Contractor-Operated

GOGO - Government-Owned, Government-Operated

GPLD - Government Property Lost or Damaged

GSA - General Services Administration

HCSDS - Hazardous Component Safety Data Statement

HQ - Headquarters

HQDA - Headquarters Department of the Army

IA/PTO - Item Acquisition/Production Trade Office

IBEA - Industrial Base Engineering Activity

IBI - Industrial Base Investment

ICAMP - Integrated Conventional Ammunition Maintenance Plan

ICAPP - Integrated Conventional Ammunition Procurement Plan

ICC - Inventory Category Code

ICP - Inventory Control Point

IDS - Intrusion Detection System

IDT - Inactive Duty Training

IIC - Installation Identity Code

ILP - International Logistics Program

ILS - Integrated Logistics Support

ILSDP - International Logistics Supply Delivery Plan

IM - Inventory Manager/Item Manager

IMDCGC - International Maritime Dangerous Cargo Goods Code

IP - Industrial Preparedness

IPD - Issue Priority Designator

IPE - Industrial Plant Equipment

IPF - Initial Production Facilities

IPMs - Industrial Preparedness Measures

IPP - Industrial Preparedness Planning

IPPL - Industrial Preparedness Planning List

IPR - In-Process Review

ISEA - In-Service Engineering Activity

ISI - Initial Support Increment

JAG - Judge Advocate General

JCAP - Joint Conventional Ammunition Program

JCAP/CG - Joint Conventional Ammunition Program Coordinating Group

JCAP/EC - Joint Conventional Ammunition Program Executive Committee

JCAP/EX - Joint Conventional Ammunition Program Executive Director

JCAPPs - Joint Conventional Ammunition Policies and Procedures

JCS - Joint Chiefs of Staff

JDA - Joint Deployment Agency

JILSAA - Joint Inter-Service Logistics Support Agreement for Ammunition

JLC - Joint Logistics Commanders

JOCG - Joint Ordnance Commanders Group

JOCG-EC - Joint Ordnance Commanders Group Executive Committee

LAP - Load, Assemble, and Pack

LOA - Letter of Offer and Acceptance

LOI - Letter of Instruction

LOR - Letter of Request

LRIP - Low Rate Initial Production

LSSA - Logistics Support Systems Activity

M-day - Mobilization Day

M&E - Modernization and Expansion

MAAG - Military Assistance Advisory Group

MAC - Military Airlift Command

MANTECH - Manufacturing Technology

MAP - Military Assistance Program

MBE - Multiple Bid Evaluation

MCP - Maintenance Certification Period

MDC - Magazine Data Card

MHE - Materials Handling Equipment

MICOM - U.S. Army Missile Command

MIDP - Major Item Distribution Plan

MILSCAP - Military Standard Contract Administration Procedure

MIL-STD - Military Standard

MILSTAMP - Military Standard Transportation and Movement Procedures

MILSTEP - Military Supply and Transportation Evaluation Procedures

MILSTRAP Military Standard Transaction Reporting and Accounting Procedures

MILSTRIP - Military Standard Requisitioning and Issue Procedures

MIPR - Military Interdepartmental Purchase Request

MIS - Management Information System

MISO - Maintenance Inter-Service Support Office

MM&T - Manufacturing Methods and Technology

MOA - Memorandum of Agreement

MOD/EXP - Modernization/Expansion

MOE - Major Organization Entity

MOT - Military Ocean Terminal

MOU - Memorandum of Understanding

MPBMA - U.S. Army Munitions Production Base Modernization Agency

MPQ - Minimum Procurement Quantity

MPTS - Metal Parts

MRC - Materiel Release Confirmation

MRD - Materiel Release Denial

MRO - Materiel Release Order

MSC - Military Sealift Command

MSR - Minimum Sustaining Rate

MT - Manufacturing Technology

MTAG - Manufacturing Technology Advisory Group

MTMC - Military Traffic Management Command

MTMIS - Manufacturing Technology Management Information System

MTMR - Military Traffic Management Regulation

NAD - Naval Ammunition Depot

NALC - Navy Ammunition Logistics Code

NATO - North Atlantic Treaty Organization

NAVAIR - Naval Air Systems Command

NAVPRO - Navy Plant Representative Office

NAVSEA - Naval Sea Systems Command

NAVSUP - Naval Supply Systems Command

NCR - National Capital Region

NICP - National Inventory Control Point

NIIN - National Item Identification Number

NIMSC - Nonconsumable Item Materiel Support Code

NOS - Naval Ordnance Stations

NSN - National Stock Number

NWS - Naval Weapons Station

NWSC - Naval Weapons System Center

OASD(C) - Office of the Assistant Secretary of Defense (Comptroller)

OB - Operating Budget

OBE - Operating Budget Estimate

OCONUS - Outside Continental United States

ODC - Office of Defense Cooperation

OHMR - Office of Hazardous Materials Regulation

O&M - Operation and Management

OO-ALC - Ogden Air Logistics Center

OPLAN - Operations Plan

OPR - Office of Primary Responsibility

OPSEC - Operations Security

OSD - Office of the Secretary of Defense

OSD(P&L) - Office of the Secretary of Defense (Production and Logistics)

OHMR - Office of Hazardous Materials Regulation

OSHA - Occupational Safety and Health Administration

OT&E - Operational Test and Evaluation

PAA - Procurement of Ammunition, Army

PAS - Preaward Surveys

P&A - Price and Availability

PB - Production Base

PBA - Production Base Analysis

PBMA - Production Base Modernization Agency

PBMH - Production Base Managers Handbook

PBOS - Production Base Out-Year Studies

PBP - Production Base Plan

PBS - Production Base Study

PCA - Physical Configuration Audit

PCAM - Punch/Card Accounting Machine

PC&H - Packing, Crating, and Handling

PCO - Principal Contracting Officer

PCS - Permament Change of Station

PDIP - Program Decision Increment Package

PDO - Property Disposal Office

PDP - Procurement Data Package

PDR - Preliminary Design Review

P&E - Propellants and Explosives

PE&P - Producibility Engineering and Planning

PEP - Plant Equipment Package

PHST - Packaging, Handling, Storage, and Transportation

PICA - Primary Inventory Control Activity

PIP - Product Improvement Proposal

PMP - Program Management Plans

PMR - Prepositioned Materiel Receipt

PMRC - Prepositioned Materiel Receipt Card

PMRD - Prepositioned Materiel Receipt Document

POC - Point of Contact

POE - Point of Embarkation

POM - Program Objective Memorandum

POPO - Privately-Owned, Privately-Operated

POS - Product-Oriented Survey

PPBS - Planning, Programing, and Budgeting System

PPGM - Planning and Programing Guidance Memorandum

PQA - Procurement Quality Assurance

P&R - Planning and Review

PRR - Production Readiness Review

PSH&T - Packaging, Shipping, Handling, and Transportation

QA - Quality Assurance

QALI - Quality Assurance Letter of Instruction

QAR - Quality Assistance Requirement

QDC - Quantity/Distance Class

QDR - Quality Deficiency Report

RCS - Reports Control Symbol

R&D - Research and Development

RDD - Required Delivery Date

RD&E - Research, Development, and Engineering

RDP - Reference Data Package

RDT&E - Research, Development, Test, and Evaluation

R&ED - Research and Exploratory Development

REPSHIP - Report of Shipment

RIC - Routing Identifier Code

RIN - Routing Instruction Number

RM - Replacement and Modernization

ROC - Required Operational Capability

ROD - Report of Discrepancy

S-day - Surge Day

SA - Small Arms

SAAC - Security Assistance Accounting Center

SAAM - Special Assignment Airlift Mission

SAL - Standing Approval List

SAPDO - Special Account Property Disposal Officer

SARC - Systems Acquisition Review Council

SB - Supply Bulletin

SCA - Stock Control Activity

SCG - Storage Compatibility Group

SDPDA - Special Defense Property Disposal Account

SDS - Standard Depot System

SDT - Second Destination Transportation

SECDEF - Secretary of Defense

SF - Standard Form

SICA - Secondary Inventory Control Activity

SIDC - Storage Item Data Correction

SIL - Surge Item List

SMCA - Single Manager for Conventional Ammunition

SPCC - Ships Parts Control Center

SPN - Shipment Performance Notice

SPOC - Single Point of Contact

SPP - Surge Production Plan

SRAM - Short Range Attack Missile

SRO - Standing Route Order

STINFO - Scientific and Technical Information

SWDC - Stock Withdrawal Credits

TAC - Transportation Account Code

TAMMS - The Army Maintenance Management System

TB - Technical Bulletin

TCN - Transportation Control Number

TD - Transition Date

TDP - Technical Data Package

TDY - Temporary Duty

TIR - Transaction Item Report

TM - Technical Manual

TO - Technical Order

TOR - Terms of Reference

TP - Transition Plan

TPTG - Transition Planning and Tracking Group

UFC - Unit-Funded Cost

UI - Unit of Issue

UIC - Unit Identification Code

UMMIPS - Uniform Materiel Movement and Issue Priority System

USA - U.S. Army

USAF - U.S. Air Force

USMC - U.S. Marine Corps

USN - U.S. Navy

VE - Value Engineering

VECP - Value Engineering Change Proposal

VHSIC - Very High Speed Integrated Circuit

WARS - Worldwide Ammunition Reporting System

DEFINITIONS

1. Accountability. The obligation imposed by law, lawful order, or regulation of an officer or other person for keeping accurate records of property, documents, or funds. The person having this obligation may or may not have actual possession of the property, documents, or funds. Accountability concerns primarily records, while responsibility concerns primarily custody, care, and safekeeping (also see "responsibility").

2. Accountable Activity. The activity responsible for maintaining the financial or custodial accountable records for ammunition in storage. Financial accountability for SMCA-managed items is the responsibility of the owning Military Service. For items assigned to the SMCA, AMCCOM is the custodial accountable activity. For non-SMCA items, the owning Military Service is the accountable activity for custodial and financial matters.

3. Acquisition. The act of obtaining by purchase or producing.

4. Agent/Storing Military Service. The agent and storing Military Service are synonymous as used in this Manual. Both terms refer to specific Military Service central points of contact for executing the logistic functions outlined in this Manual.

5. Air Force Technical Orders (AFTOs). Air Force instructions that provide the technical information and instructions to operate, install, maintain, inspect, or modify Air Force systems and equipment. Technical Order 11A-1-42 provides the instructions for disposal of unserviceable, serviceable excess, or obsolete munitions and explosive items except for nuclear or hazardous items.

6. Ammunition Activity. An ammunition plant satellited on an installation of another command or Military Service.

7. Ammunition Data Card (ADC). DD Form 1650, "Ammunition Data Card," is an easily referenced record of the initial history of a lot of ammunition and explosive materiel or of a serially numbered complete round guided missile. It contains all required data on each lot of the item (MIL-STD-5167B, paragraphs 1. and 3.3.2.2.).

8. Ammunition-Peculiar Equipment (APE). Items of equipment or equipment systems designed, tested, fabricated, procured, and approved as standard items used for ammunition operations involving storage, surveillance, maintenance, packaging and preservation, renovation, and demilitarization.

9. Ammunition Plant. A military installation whose primary mission is the manufacture or the loading, assembling, and packing of ammunition end items or components. An ammunition plant may or may not have receipt, storage, surveillance, and issue functions for wholesale inventories.

10. Arsenal. An installation whose primary mission is the manufacture of assigned materiels; the support of related RD&E activities; and the receipt, storage, surveillance, and issue of those supplies and equipment it manufactures.

11. Authorized Acquisition Objective (AAO). The quantity of an item authorized for peacetime acquisition to equip the U.S. Army-approved force and specified allies in peacetime, and sustain these forces in wartime from D-day through the period and at the level of support prescribed by the latest OSD Materiel Support Planning Guidance. The AAO is the gross requirement minus the production offset.

12. Budget Estimate Forecast. An annual work load forecast for the program year. It is summarized by fiscal quarters and projects work load requirements for any given program year. The program year is the second FY following the current year.

13. Bulk Explosives. Any quantity of categories 1-4 explosives used for the loading or manufacturing a munition, including rapid burn or explosive propellant.

14. Classified Information. Official information that has been determined to require, in the interests of national security, protection against unauthorized disclosure and that has been so designated.

15. Common Item. An ammunition item that is employed operationally by more than one Military Service.

16. Common Servicing. That function performed by one Military Service in support of another Military Service for which reimbursement is not required from the Military Service receiving support.

17. Concealed Shortage. A shortage revealed upon opening a package or container in which the full quantity was assumed upon receipt. It includes lite or filler boxes located in the center of pallet packs where the markings are not visible.

18. Constructive Delivery. Occurs on the date an authorizing official of the losing agency signs a statement on the appropriate shipping document or list of material showing transaction from the losing agency and account identification to the receiving agency and account classification.

19. Contaminant. Any reactive material (such as explosives, propellants, or pyrotechnics), radioactive materials, acid or corrosive materials, toxic substances, chemical agents and munitions, or their by-products.

20. Contaminated. The status of an item that has been in contact with or exposed to a contaminant.

21. Contaminated Area. The area within which the contaminant is contained. Examples include the inside compartments of a laboratory glove box; a single room within a building; an entire building or group of buildings with associated services such as drains, sumps, exhaust units, ramps, or a narrow gauge railroad; open terrain, such as test and demolition areas; or a vehicle.

22. Controlled Inventory Items. Those items designated as having characteristics that require they be identified, accounted for, secured, segregated, or handled in a special manner to ensure their safeguard or integrity. Controlled inventory items, in descending order of control, normally used are as follows:

a. Classified Items - Physically Secure Items. Materiel requiring protection in the interest of national security.

b. Sensitive Items. Materiel that may be stolen and used in civil disturbances, thus requiring extensive protection and control during the materiel life cycle.

c. Pilferable Items. Materiel having a ready resale value or civil application and, therefore, especially subject to theft.

23. Conventional Ammunition. As defined in DoD Directive 5160.65, conventional ammunition includes the following (assigned for management by the SMCA) and other ammunition, explosives, and components in FSC group 13 not specifically excluded in the Directive:

a. Small arms, mortar, automatic cannon, artillery, and ship gun ammunition.

b. Bombs (cluster, fuel air explosive, general purpose, and incendiary).

c. Unguided rockets, projectiles, and submunitions.

d. Chemical ammunition with various fillers (incendiary, riot control, smoke, toxic agents, burster igniters, peptizers, and thickeners for flame fuel).

e. Land mines (ground-to-ground and air-to-ground delivered).

f. Demolition materiel.

g. Grenades.

h. Flares and pyrotechnics.

i. All items included in the foregoing, such as explosives, propellants, chemical agents, cartridges, propelling charges, projectiles, warheads (with various fillers, such as high explosive, illuminating, incendiary, antimateriel, and antipersonnel), fuzes, boosters, and safe and arm devices, in bulk, combination, or separately packaged items of issue for complete round assembly.

j. Related ammunition containers, packing, and packaging materials.

24. Cross-Servicing. That function performed by one Military Service in support of another Military Service for which reimbursement is required from the Military Service receiving support.

25. Custodial Accountability. The maintenance of data elements in the wholesale conventional ammunition inventory record to reflect, by ownership code, the receipt, issue, balance, and such other quantitative and financial data determined by the SMCA as the minimum essential for proper control and management of Military Service-owned stocks comingled in storage.

26. Custodial Record. A record maintained by the storage activity, reflecting standard catalog data, onhand quantity by condition code, and ammunition lot or serial number (when applicable), and which displays an audit trail (transaction history) by owner or manager for the purpose of controlling assets in storage and as an inventory aid.

27. Customer. The U.S. Government activity representing a U.S. Government Military Service, other U.S. Government Federal customer, or foreign governments; a foreign government dealing directly with the SMCA.

28. Data. A representation of facts, concepts, or instructions in a formalized manner suitable for communication, interpretation, or processing by humans or by automatic means. Any representations such as characters or analog quantities to which meaning is or might be assigned.

29. Data List (DL). A DL or automated data list (ADL) is a tabulation of all engineering drawings; documents referenced thereon; associated parts lists; and special lists, specifications, and subordinate DLs pertaining to the item to which the DL applies.

30. Data Package (DP). All the material supplied under the ADL or DL for the purpose intended. DPs for procurement action are referred to as Procurement Data Packages (PDPs) and contain all drawings, specifications, and supplemental data needed to perform a contracting action. DPs for planning purposes are referred to as Reference Data Packages (RDPs) and contain drawings and specifications that are current enough to allow accurate planning.

31. Data System. Combination of personnel efforts, forms, formats, instructions and procedures, data elements and related data codes, communications, and data processing equipment providing an organized and interconnected means, either automated, manual, or a mixture of these, for recording, collecting, processing, and communicating data.

32. Decontamination. The process of making any person, object, or area safe by absorbing, destroying, neutralizing, making harmless, or removing chemical or biological agents, or by removing radioactive material clinging to or around it. The words "decontamination" and "decontaminated" should be used with other words, such as "degree of," "partial," "partially," "complete," or "completely," to ensure the person receiving information does not assume a contaminant has been removed completely when it may have been only removed partially.

33. Delinquent. A condition that occurs when the delivery date agreed to between the customer and HQ AMCCOM has not been met or necessary billing has not been accomplished in the allotted number of days.

34. Demilitarization. The act of destroying the offensive or defensive characteristics inherent in certain types of equipment and material including mutilation, dumping at sea, scrapping, burning, washout, steamout, incineration, or alteration, designed to prevent further use for its originally intended military or lethal purpose.

35. Department of Defense Ammunition Code (DoDAC). The first half consists of four numerals that form the FSC in FSGs 13 and 14. The second half usually consists of a letter and three numerals assigned to an ammunition generic description within the supply class.

36. Department of Defense Identification Code (DoDIC). Usually consists of one letter and three numerals assigned to an ammunition generic description within the supply class.

37. Depot. An activity for the receipt, classification, storage, accountirg, issue, maintenance, procurement, manufacture, assembly, research, salvage, or disposal of materiel.

38. Depot Activity. An activity that has the primary function of the receipt, storage, and issue of slow moving supplies. It is organized and staffed on an austere basis and is satellited on a depot for command, normal base operations, and overhead functions.

39. Depot Maintenance Interservice Support Agreement (DMISA). A "contract" wherein one Military Service (agent) agrees to accomplish depot level maintenance for another Military Service (principal).

40. Depot Operations. Those operations and functions performed by a depot in support of its ammunition mission.

41. Developing Military Service. The Military Service responsible for the RDT&E, LRIP, and logistics support of a conventional ammunition item.

42. Developing Military Service's Logistics Command. The command or element of the developing Military Service (or lead Military Service for a joint development program) responsible for management of the operational portion of the acquisition life cycle.

43. Developing Military Service's R&D Command. The command or element of the developing Military Service (or lead Military Service for a joint development program) responsible for the RDT&E and LRIP portions of the acquisition life cycle.

44. Disposable Assets. Ammunition or components authorized for disposal according to current directives and for which accountability has been transferred to the SDPDAs, DPDO accounts, or plant clearance accounts of contractor-operated facilities.

45. Disposal. The act of getting rid of excess, unserviceable, obsolete, or surplus property, records or documents. Disposal may be accompanied by transfer, donation, sales, abandonment, or destruction, but does not include redistribution.

46. Distribution. For the purposes of this Manual, distribution is defined as the logistics process(es) related to the pattern of materiel dispersion throughout the DoD supply system. Physical accomplishment of materiel handling and transporting is not construed to be distribution.

47. Distribution Planning. Any method or technique that provides for a systematic deployment or dispersion of materiel. Distribution planning is accomplished through a coordinated effort between logistics elements of the Military Services and includes quantitative requirements, force deployment, transportation economics and capabilities, storage availability, and priority of need.

48. End Item. A final combination of end products, component parts, and materials that is ready for its intended use.

49. Environmentally Acceptable Means of Disposal. Any method of ammunition demilitarization and disposal that meets or exceeds the most restrictive legal constraints of the jurisdiction in which the ammunition demilitarization and disposal takes place.

50. Expansion. The addition of facilities that either creates a new industrial plant or augments the capacity of an existing plant, when justified by expanding current requirements or increased mobilization requirements. This capacity can be in R&D, maintenance, or production activities. An expansion of an ammunition production facility usually incorporates the best manufacturing technology; therefore, modernization also is associated with expansion.

51. Expansion Planning. Planning for emergency production, maintenance, modification, overhaul, or repair of an item by any source, when the increased production schedule depends on the acquisition of additional facilities. Planned schedules that depend on the use of Government-owned production equipment earmarked by the acquisition activity for post-M-day delivery are excluded from this definition.

52. Facilities. As used in this Manual, facilities are industrial property (other than material, special tooling, special test equipment, and military property) for production, maintenance, research, development, or test. Facilities include real property and rights therein, buildings, structures, improvements, and plant equipment.

53. Facilities Project. A formal proposal for establishment, expansion, reactivation, or other change of facilities.

54. FE-5 Fencing. Number 9-gauge, or heavier, chain link construction with mesh openings not larger than 2 inches per side, with no top guard, as specified in the Office of the Chief of Engineers Drawing No. 14-16-08, Sheet 1 of 1, Fence and Details FE-5, FE-6, FE-7, March 15, 1961 (revised April 15, 1962, and November 24, 1964).

55. Financial Property Accounting. The establishment and maintenance of property accounts in monetary terms; the rendition of property reports in monetary terms.

56. Five-Year Defense Plan. The Five-Year Defense Plan is formulated annually and summarizes the SECDEF-approved plans and programs.

57. Five-Year Defense Program (FYDP) Forecast. An annual forecast, summarized by FY, that projects the work load requirements for 3 FYs beyond the program years.

58. Full-Scale Development. The phase of development during which the design, fabrication, and testing are completed and the costs are assessed to ensure the program is ready for the full-scale production phase. The output is the required documentation to enter the production phase.

59. Full-Scale Engineering Development (FSED) Decision. The decision, made at the Military Service or DoD acquisition review council II level (Milestone II) of the acquisition life cycle, to proceed into full-scale development of a system once demonstration has been verified that the chosen system design concept(s) is sound and the risks are acceptable.

60. Full-Scale Production. Production in sufficient quantities to meet Military Service requirements, the materiel and technical documentation having been approved for Military Service use and the producibility of the design proved by low rate initial production.

61. Full-Scale Production Decision. Decision by the Military Service to enter into full scale production after satisfactory completion of low rate initial production.

62. Functional Configuration Audit. The formal examination of functional characteristics test data for a configuration item, to verify that the item has achieved the performance specified in its functional or allocated configuration identification.

63. Government Property. All property owned by or leased to the Government or acquired by the Government under the terms of a contract. Government property includes both Government-furnished and contractor-acquired property as defined below:

a. Government-furnished property. Property in the possession of, or acquired directly by, the Government and subsequently delivered, or otherwise made available, to the contractor.

b. Contractor-acquired property. Property procured or otherwise provided by the contractor for the performance of a contract, title to which is vested in the Government.

64. Handling. Includes methods, techniques, and equipment for, as well as the act of, handling incoming explosives, materials, and other components used in the production of ammunition end items; handling from the end of the production line through the outloading process either through plant storage or directly to carrier equipment; and intermediate handling at depots and terminals in the CONUS and overseas.

65. Handling and Transportation Safety. This consists of developing and implementing methods, techniques, equipment, standards and specifications required to protect bulk propellants and explosives, parts and other components, and ammunition end items during handling and movement throughout the commodity life cycle. This includes the provision for technical escorts or EOD teams as required when an accident or incident in the movement of hazardous materials occurs.

66. Handling and Transportation Security. This consists of applying federal policies and procedures prescribed by the DoT, Interstate Commerce Commission, Department of Defense, and the Military Services and logistics commands, and of developing and implementing appropriate supplemental methods, techniques, equipment standards, and specifications by the commands with ammunition missions. It also includes appropriate provisions for guards and other security safeguards to ensure the security of classified or sensitive shipments.

67. Hardened Magazine. Structures approved for the storage of ammunition or explosives (such as earthcovered igloos, or Richmond-type hollow tile) that have the following features:

(a) Openings screened with security mesh.

(b) Steel-covered doors with secured hinges.

(c) High security padlock on main door; other doors secured from outside.

(d) Installed and operating IDS.

68. Hot or Warm Base. A planned producer's manufacturing facility that is producing, or will be producing, the planned item when M-day or S-day occurs. (NOTE: Various degrees of the hot or warm base may exist, such as production at maximum cr minimum sustaining rates or single or multishift production.)

69. Industrial Base. The privately-owned and Government-owned industrial production capacity of the United States, its territories and possessions, and Canada, which is or will be made available during emergencies for the manufacture, maintenance, modification, overhaul, or repair of items required by the U.S. Armed Forces and selected allies.

70. Industrial Components. Components stored by production facilities for use in load, assemble, and pack (LAP) operations.

71. Industrial Plant Equipment (IPE). Plant equipment (DIPEC reportable) with an acquisition cost of $3,000 or more at GOGO facilities and $5,000 or more at GOCO and COCO facilities and used for the purpose of cutting, abrading, grinding, shaping, forming, joining, testing, measuring, heating, treating, or otherwise altering the physical, electrical, or chemical properties of materials, components, or end items entailed in manufacturing, maintenance, supply, processing, assembly, or R&D operations. All IPE is identified by noun name in Joint DoD Handbooks as listed in DoD FAR Supplement 45.301.

72. Industrial Preparedness Measure (IPM). An action designed to shorten post-M-day or S-day lead time or to increase production or repair capacity for planned items.

73. Industrial Preparedness Planning (IPP). Planning designed to maintain an adequate industrial base to produce essential materiel to support the national defense objectives.

74. Industrial Preparedness Planning List (IPPL). Items selected by each DoD Component for IPP. The IPPL consists of major weapons systems, principal items, and components.

75. Industrial Stock. Components, parts, assemblies, subassemblies, raw materials, explosives, chemicals, packaging material, and any other material on hand at an industrial-type processing complex for the purpose of manufacturing or assembling another item.

76. Installation Commander. For purposes of this Manual, the installation commander is the commander or the commanding officer's representative.

77. Inventory Control Point (ICP). The supply activity assigned the primary supply management responsibility for a given item of supply.

78. Inventory, Scheduled. A physical inventory that is to be conducted on a group of items within a specified period of time and according to an established plan.

79. Inventory, Selected Item. An unscheduled physical inventory accomplished for a given NSN or other identified item (such as validation of a backordered item).

80. Inventory, Special. A scheduled physical inventory of a specific item(s) as a result of a special requirement generated by location audit reconciliation, preprocurement, or any other reason deemed appropriate by the accountable supply distribution activity (ASDA).

81. Inventory, Spot. An unscheduled physical inventory required to be accomplished as a result of a total or partial material release denial.

82. Items of Issue. Material that may be issued to the user.

83. JCAP Standard Terms. Basic units of information defined in the interest of facilitating communication among the Military Services.

84. Layaway. The process of retaining and storing industrial facilities no longer required to support current production, but required to support approved forces in an emergency.

85. Location Audit Program. The location audit program consists of actions required to ensure compatibility between assets in storage and locator and accountable records. This program is accomplished in two phases:

a. Location Survey. A physical verification, other than actual count, between actual assets and recorded location data to ensure all assets are recorded properly as to location, identity, condition, and unit of issue.

b. Location Audit Reconciliation. A match between valid location records and the accountable records to identify and correct situations when items are in physical storage but not on record, on record but not in storage, or when common elements of data (other than quantity) do not match. Research of mismatches, including special inventories, when required, result in corrective action.

86. Locator Record Accuracy. A measure of the results of the location survey conducted as part of the location audit program. Discrepancies are classified as locator record kill, locator record establish, and changes to elements of recorded data. Only one error is charged when more than one discrepancy (locator kill, locator establish, or locator record correction) is required for the same location. In such cases, when the NSN of recorded data and actual assets differ, it shall be classified as a locator establish action only. The total of these discrepancies is measured as a result of locations surveyed.

87. Locator Record Correction. The term used to denote changes to the locator record when physical asset identification characteristics differ on other than NSN and location elements, such as unit of issue (UI) or condition. These actions are as a result of the location audit program.

88. Locator Record Established. The term to denote the recording of locations when assets are found physically in storage and no locator records exist, and when recorded locator data disagree with materiel in either location or NSN elements. These actions are a result of location survey.

89. Locator Record Killed/Deleted. The term used to denote the removal or change of a locator when the recorded location disagrees with materiel in NSN or location data elements or when there is a recorded location but no physical assets, unless the location is being held open for new receipts. These actions are as a result of the location survey.

90. Locking Devices (Approved):

a. Padlocks, military specification (MIL-P-43607(GL), High Security Padlock), with any of the following stock numbers:

(1) NSN 5340-00-799-8016 (open shackle with clevis and chain).

(2) NSN 5340-00-799-8248 (shrouded shackle with clevis and chain).

b. Padlocks, military specification 17802-B (secondary padlocks), having a hardened steel shackle and body of the following numbers:

(1) NSN 5340-00-158-3807 (with chain).

(2) NSN 5340-00-158-3805 (without chain).

c. Combination locks that are integral parts of a vault door designed to provide protection against forced entry.

d. Standard-type commercial padlocks and hasps: Locks used shall be of a type that meets MIL-P-17802B or MIL-P-43607(GL), as amended. Hasp shall be high security type. Standard-type commercial padlocks shall not be used to secure buildings, areas, or vehicles housing sensitive items.

91. Logistics Support Phase. This begins with the introduction of ammunition components and end items into the supply system and ends with the elimination of those components or end items by use or demilitarization and disposal.

92. Low Rate Initial Production (LRIP). Production of a conventional ammunition item on tooling that is at least representative of that to be used in full-scale production, sufficient to verify producibility, complete first article and initial production tests, and validate the technical data package.

93. Maintenance. For clarity, this term is subdivided into two categories as follows:

a. Major. (Referred to in this Manual as maintenance.) Normally includes renovation, conversion, modification, reclamation, refurbishment, and remanufacture of serviceable or unserviceable assets. It normally requires replacement of components other than packaging material.

NOTE: The major maintenance functions stated in this definition may differ slightly among Military Services due to the peculiarities of work accomplishments. Strict commonality of functions is not necessary since these services are performed on a reimbursable basis (cross-servicing).

b. Minor. (Referred to in this Manual as preservation and packaging.) Normally includes cleaning, painting, repackaging, restenciling, and derusting (exterior maintenance normally associated with

condition code E) performed by the storing agent on a nonreimbursable basis (common servicing).

94. Manufacturing Methods and Technology (MM&T) Project. MM&T projects are procurement funded. These projects normally are broad-based in application; production oriented, even when performed in a prototype environment; and expected to result in a practical process for production.

95. Manufacturing Technology (Mantech). Any action undertaken that has as its objectives (a) the timely establishment or improvement of the manufacturing process, technique, or equipment required to support current and projected programs, and (b) the assurance of the ability to produce, reduce lead time, ensure economic availability of end items, reduce costs and use of strategic/critical materials, increase process and energy use efficiency, improve reliability, and enhance safety and antipollution measures.

96. Manufacturing Technology Effort. The development or improvement of manufacturing processes, techniques, and equipment by the Government or private industry to provide for timely, reliable, and economical manufacturing of DoD materiel. The objectives are to bridge the gap between the feasibility and full-scale production efforts, and to achieve parity between manufacturing technology and R&D advances that will smooth the translation of system design criteria into reliable production hardware. The efforts may include the application of new or improved techniques or equipment to manufacture specific weapon systems, components, end items, or prototypes, and may be funded as part of the specific weapon system program involved. Manufacturing technology efforts also may provide engineering support to the modernization of the industrial production base to provide for improved capability to meet military contingencies. These efforts normally are broad based in application, are production oriented (even when performed in a prototype environment), and are expected to result in a practical process for production.

97. Materiel Release Denial. A notification from a distribution activity advising the originator of a materiel release order or a referral order of failure to ship all or part of the quantity originally ordered because of lack of stock, lack of proper shelf life, condition change, or item identification, excluding disposal release orders.

98. M-Day/S-Day. The terms used to designate the day on which mobilization or surge is to begin.

99. Minimum Procurement Quantity (MPQ). For budgeting purposes, the lowest annual procurement quantity that can be acquired without a program cost more than 20 percent above that associated with 1-8-5 operations. For acquisition purposes, the lowest quantity that a known vendor has offered to produce.

100. Minimum Sustaining Rate (MSR). The lowest production rate at which a plant can retain economically its production or maintenance capability and critical skills for planning item(s).

101. Mobilization. The act of preparing for war or other emergencies through assembling and organizing national resources; the process by which the Armed Forces, or part of them, are brought to a state of readiness for war or other national emergency. This includes assembling and organizing personnel, supplies, and materiel for active Military Service.

102. Mobilization Depot Work Load Forecast. A forecast, summarized by month, projecting the mobilization work load requirement for 6 months following M-day. Submission is on even FYs.

103. Mobilization/Surge Production Requirement. The quantity of an item, expressed as a rate (on a monthly basis), which must be produced to meet military requirements.

104. Mobilization/Surge Production Schedule. A planned schedule of production with a specific source for an item (or for a group of selected items) that has been validated by the designated ASPPO or appropriate acquisition activity.

105. Modernization. A broad term denoting the improvement of industrial facilities through replacement, modification, rearrangement, or addition of capability to achieve economic, quality, time, or safety advantages. Under this program, a partial or complete new system-engineered production line or process, incorporating the best manufacturing technology, replaces an obsolete or uneconomical facility. This may improve readiness, abate pollution, or correct OSHA deficiencies. Modernization does not replace restoration and replacement projects for current production support, although it might achieve such a goal incidentally.

106. National Emergency. A condition, declared by the President or the Congress by virtue of the powers previously vested in them, that authorizes certain emergency actions to be undertaken in the national interest. Actions to be taken may include partial or total mobilization of national resources.

107. National Stock Number (NSN). A number assigned under the Federal Cataloging Program to each approved U.S. Federal Item Description. It consists of the four-digit FSC and the nine-digit NIIN.

108. Newly Developed Items. For the purpose of this Manual, newly developed items include, in addition to all items undergoing full-scale development, any existing items already assigned or transitioned to the

SMCA that require design improvement to the extent that proposed design changes require new development effort and TDP changes before full-scale production is reinitiated.

109. Non-SMCA Item. Any ammunition item defined in DoD Directive 5160.65, enclosure 2, paragraph 1.b., as not assigned to the SMCA.

110. Operating Budget (OB). Those funds issued through DoD channels that represent funding for current (execution) year programs.

111. Operating Budget Estimate (OBE). The budgetary document submitted one year (budget year) in advance of OB, as revised. The OBE converts to OB with funding of the execution year.

112. Operating Budget Forecast. An annual work load forecast for the first year following the current FY, summarized by fiscal quarters, that will project the work load requirement.

113. Operating Hours. Refers to the time that structures are physically occupied by operating personnel.

114. Packaging. All the techniques and devices required to prepare ammunition for distribution. Included in this definition are corrosion prevention techniques and materials, containers, marking (other than end item marking), shock isolation peculiar to the distribution environment, and techniques and materials for assembly into unit loads capable of delivery to the user. Excluded are integral protective techniques or markings that remain with the ammunition items to its target. Designers must take into account that certain markings, normally used only as a part of packaging, may have to be applied permanently to the item if that item is not enclosed completely in a container incident to packaging (for example, palletized bombs).

115. Parts List. A parts list is a tabulation of all parts and bulk materials (except those materials that support a process) used in the item to which the list applies. Reference documents also may be tabulated on a parts list and are mandatory where previous experience indicates the necessity. A parts list may be provided that permits easy determination of end item by part number and number required per unit.

116. Peculiar Materiel. That materiel used by the owning Military Service, but not by the storing Military Service.

117. Physical Configuration Audit. The formal examination of the "as built" configuration of a configuration item against its technical documentation in order to establish or verify the configuration item's product configuration identification.

118. Physical Segregation. A process of segregating materiel according to such identifiers as stock number, DoDIC, lot number, condition code, or serial number. Segregation normally is accomplished at time of receipt; however, it may be accomplished for materiel previously stored.

119. Physical Separation. A condition in storage wherein an intervening space separates materiel into two or more distinct locations. Separation may be accomplished for item, lot, identification, condition, or compliance with storage criteria.

120. Planned Producer. An industrial firm or Government-owned facility (either Government-operated or contractor-operated) that has indicated its willingness to produce, maintain, modify, overhaul, or repair specified military items, including critical components, under IPP procedures.

121. Plant Equipment Package (PEP). A complement of active and idle machine tools and other industrial manufacturing equipment held by and under the control of the Department of Defense and approved by a Military Department or Defense Agency for retention to produce particular defense materiel or defense supporting items at a specific level of output if a surge or mobilization emergency occurs.

122. Post Award Conference. A meeting between contractor and Government personnel after award of a contract to clarify contract requirements and resolve misunderstandings. (*Source: FAR 42.503.*)

123. Post Inventory Transaction. Any transaction causing an increase or decrease to accountable stock records dated after the established physical inventory cutoff date.

124. Preaward Survey. An evaluation of a prospective contractor's capability to perform under the terms of a proposed contract. (Source: FAR 9.106.)

125. Preinventory Transaction. Any transaction causing an increase or decrease to accountable stock records dated before the established physical inventory cutoff date.

126. Preservation and Packaging. Those minor common service operations performed by a storage activity to maintain stored assets in a serviceable condition, including cleaning, derusting, repainting, remarking, and corrosion control. Minor operations performed incidental to and at the time of out shipment are included.

127. Primary Inventory Control Activity (PICA). The principal supply control activity responsible for establishing wholesale stockage objectives, controlling stockage objectives, and maintaining item accountability for an item of supply.

a. The SMCA is the PICA for conventional ammunition defined in DoD Directive 5160.65, enclosure 2, paragraph 1.a.

b. The designated Military Service(s) is the PICA for ammunition defined in DoD Directive 5160.65, enclosure 2, paragraph 1.b.

128. Procuring Agency. The agency, command, or activity that will buy or produce the desired item and is responsible for ultimate delivery to a requiring agency (customer).

129. Producibility Engineering and Planning (PE&P). Applies to RDT&E-funded programs or projects undertaken by the developing Military Services, before quantity procurement, to ensure the economic and reliable producibility of end items or components. The fundamental purpose of PE&P is to ensure a smooth transition from development to production. PE&P must be a part of the engineering design effort to identify potential manufacturing problems and suggest design and schedule trade-offs that would facilitate the manufacturing processes. Therefore, PE&P is a part of the Mantech Technology effort and may lead to manufacturing methods and technology projects.

130. Product-Oriented Survey. An evaluation to determine the adequacy of the technical requirements for quality and product conformance to design intent. (Source: DoD FAR Supplement 46.103.)

131. Production Base Support. Measures taken to establish, augment, and improve production and testing capability; layaway industrial plants and equipment; and do production engineering in advance of quantity production. They include contractual services of the COE required in connection with preparing cost estimates for facilities projects.

132. Production Decision. The decision by the Military Service to enter into the production and deployment phase after satisfactory completion of development and operational tests in the full-scale development phase, followed by approval for use (Army: Type Classification; Navy: Approved for Military Service Use; Air Force: Program Management Directive for Production).

133. Production Facility. The real estate, buildings, utilities, process equipment, and all other associated activities that make up an ammunition plant, as well as plant equipment packages onsite or in central storage.

134. Production Line. The physical facilitv (or portion thereof), along with the equipment and tooling, for producing a specific component(s) or end item(s).

135. Production Phase. This phase begins with the production site selection process and continues through the production facility phase out or deactivation.

136. Program Planning Guidance Memorandum. A principal decision document of the Secretary of Defense. It provides guidance for planning materiel support, within fiscal constraints, that is consistent with the national strategy. It also provides a framework and instructions to the Military Services to explicitly describe the actual materiel support capability that would result from their proposed programs.

137. Programs Objective Memorandum (POM). Recommends and describes the total ammunition requirements objectives. The Department of the Navy's POM, for example, is the Secretary of the Navy's annual recommendation to the Secretary of Defense for the detailed application of the Department of the Navy resources.

138. Property Management. Responsibility for damage, loss, or destruction of assigned property. The SMCA is responsible fully and strictly for property management. The SMCA is relieved of custodial accountability and property management responsibilities upon the Military Service's receipt by an accountable officer or custodian at the first retail point. Thereafter, the stocks are considered retail stocks, and the Military Service assumes custodial accountability and property management responsibility.

139. Quantity Per Unit Pack. The number of units of issue contained in the lowest level of unit packaging as established by the materiel manager of the owning Military Service.

140. Recertification. Extending the validity of a data package or portion thereof, that the SMCA is using for a current procurement because the requiring Military Service may wish to increase the quantity being procured or procure the identical item in the succeeding FY. This recertification means that the requiring Military Service can recertify the existing data package instead of submitting an identical data package or portion thereof.

141. Requiring Agency. The agency, command, or activity (commonly called customer) that places a requirement on another agency, command, or activity for procurement and ultimate delivery of a product.

142. Research and Exploratory Development (R&ED). Any packaging development or testing not oriented specifically towards the engineering development of a specific package for a specific round, regardless of the specific appropriation funding the effort.

143. Research, Development, and Engineering (RD&E) Phase. This extends from the inception of the commodity through research, development, and service tests, and initial procurement when this procurement is accomplished by the developing activity. It includes handling and transportation of ammunition, components and end items provided to CONUS and OCONUS operational units before their being

accepted for service use and incorporated in the regular logistic support system and the commodity enters the production phase. This phase also includes the concomitant development of packaging, packing, stowage, handling, transportability and transportation methods, techniques, equipment, standards, and specifications as required by new or improved propellants and explosives, parts, other component end items, subsystems, and weapons systems.

144. Research, Development, Test, and Engineering. That portion of the acquisition life cycle of a conventional ammunition item spanning the time from the item's conception to release for production/approval for Military Service use.

145. Responsibility

a. The obligation to carry forward an assigned task to a successful conclusion. With the responsibility goes authority to direct and take the necessary action to ensure success.

b. The obligation for proper custody, care, and safekeeping of property or funds entrusted to the possession or supervision of an individual.

146. Retail Inventory. Conventional ammunition stocks defined in DoD Directive 5160.65, enclosure 2, paragraph 1.a., between point of receipt at first intermediate/retail CONUS activity and point of consumption.

147. Safety Site Plan. A map of the installation showing the distances between facilities, explosive limits, and classes of hazardous material, with representations of quantity-distance requirements. It is used to ensure that all new or relocated facilities are situated safely with respect to explosive hazards.

148. Sensitive Munitions. Materials of an explosive or hazardous nature containing a potential for rapid burning or detonation, or contributing to the fabrication of an explosive device or other hazard. Also, any other munition considered vulnerable to theft or pilferage. Such munitions, because of their vulnerability to theft or sabotage and potential use in civil disturbances, require an exceptional degree of protection and control during the material life cycle. Sensitivity categories are established in DoD 5100.76-M.

149. Single Manager for Conventional Ammunition (SMCA). The responsibility assigned to the Secretary of the Army by the SECDEF for the procurement, production, supply, and maintenance/renovation of conventional ammunition within the Department of Defense. Specific responsibilities, functions, authorities, and relationships are set forth in DoD Directive 5160.65.

150. Single Manager Items. Items assigned under DoD Directive 5160.65 to the SMCA and that have been identified appropriately in DLSC files by recording the SMCA (AMCCOM cataloging activity code BF) as the PICA.

151. SMCA Documentation Set. All documents necessary for the SMCA to assume the functional responsibilities for procurement, production, and wholesale management for the item assigned.

152. SMCA Organization. The CG, AMC, is assigned by the Secretary of the Army to execute the SMCA mission. The CG, AMC, has assigned themission for managing and executing the DoD SMCA program to the EDCA. The CG, AMCCOM, is delegated the responsibility for the conduct of field operations for the SMCA. For the purpose of this manual, the AMCCOM staff and its supporting elements and activities, including the MPBMA and DESCOM are the SMCA organization.

153. SMCA Production Base Analysis (PBA). The PBA is a document that depicts the capability of the current base to meet future requirements. This document identifies deficits that are referred to the modernization and expansion program.

154. SMCA Production Base Managers Handbook (PBMH). A management document compiled and published by the SMCA that summarizes general and particular vital statistics, capabilities, utilization, modernization, and expansion of conventional ammunition production facilities and lines in the SMCA production base. The two basic sources from which this document is produced are as follows:

a. The SMCA PBP/PBA.

b. MPBMA Milestone Control System.

155. SMCA Production Base Plan (PBP). The PBP is a document depicting the status of the industrial base. This status is shown as the capability of facilities to meet the requirements of mobilization. Deficits to meet this capability are identified. The M-day for this document is the first day of the new FY.

156. Solicitation. Invitation for Bid, Request for Proposal, or Request for Quote.

157. Special Inspection Equipment. Inspection equipment designed and fabricated to verify a single attribute of a specific ammunition component or assembly. This equipment is not a commercial off-the-shelf item. It may contain some commercially available components. Examples of such inspection equipment are special tapered Acme thread gauges, receiver gauges, fixtures gauges, and special interface gauges.

158. Special Storage. Any required storage that is not available presently within the SMCA complex and will require construction, modernization, or alteration to satisfy a requirement.

159. Special Test Equipment. Electrical, electronic, hydraulic, pneumatic, mechanical, or other items or assemblies of equipment, that are of such a specialized nature that, without modification or alteration, the use of such items (if they are to be used separately) or assemblies is limited to testing in the development or production of particular supplies or parts thereof, or in the performance of particular services. The term "special test equipment" includes all components of any assemblies of such equipment. It does not include consumable property, special tooling, buildings, nonseverable structures (except foundations and similar improvements necessary for the installation of special test equipment), general or special machine tools, or similar capital items.

160. Special Tooling. All jigs, dies, fixtures, molds, patterns, taps, gauges, other equipment, and manufacturing aids, and replacement thereof, that are of such a specialized nature that, without substantial modification or alterations, their use is limited to the development or production of particular supplies, or parts thereof, or the performance of particular services. This term includes all components of such items, but does not include consumable property, special test equipment, buildings, nonseverable structures (except foundations and similar improvements necessary for the installation of special tooling), general or special machine tools, or similar capital items.

161. Standard Inspection Equipment. Equipment for the inspection of specified dimensional physical and functionally related attributes. Equipment in this category includes vernier calipers, protractors and scales, sine bars and tables, precision angle blocks, thickness gauges, optical flats, mechanical and optical comparators, surface plates, and similar items that basically are off the shelf.

162. Standard Test Equipment. Equipment for the inspection of specified physical and functional product attributes. Equipment in this category includes X-ray equipment, ultrasonic and eddy current testers, pressure gauges, weight measuring devices, thermometers, and similar items that basically are off-the-shelf items.

163. Standing Approval List. A list of items provided to the SMCA by each of the Military Services at least annually representing Military Service-owned items in the wholesale inventory for which the SMCA is authorized to make inter-Service transfer without prior coordination. The authorization to make inter-Service transfers without prior coordination exists for items on the list, only if the assets to be transferred from one Military Service's ownership to the ownership of another Military Service can be replaced simultaneously via another interservice

transfer at another facility (or facilities) with assets of the same item in the NSN, quantity, and of equal or better condition and shelf life. All other interservice transfers require prior coordination with the owning Military Services.

164. Stock Control Activity (SCA). The organizational element of a distribution system assigned responsibility for maintaining inventory data on the quantity, ownership/purpose, condition, and location of materiel due-in, onhand, and back ordered, to determine availability of materiel for issue and to facilitate distribution and management of materiel.

165. Stock Reservation Levels. A level established for supplies and equipment necessary to meet emergency situations.

166. Storage. The storage of ammunition, ammunition components, and explosives in Military Service magazines necessary to support manufacturing or loading processes, including custody of the finished items for products in magazine areas before entry into the transportation phase of the ammunition or explosive life cycle.

167. Storage Account. The records maintained by the storage activity reflecting standard catalog data and onhand quantity by condition codes, by owner or manager, and by lot or serial number for the purpose of controlling assets in storage and as an inventory aid. (Also referred to as custodial account.)

168. Storage Activity. The organizational element of a distribution system assigned responsibility for the physical handling of materiel in connection with its check-in and inspection (receipt); its keeping and surveillance in a warehouse, shed, or open area; and its selection and shipment (issue).

169. Storage Activity Surveillance. The observation, inspection, investigation, test, study, classification, recording, and reporting of ammunition, ammunition components, and explosives in movement, storage, and use for degree of serviceability and rate of deterioration.

170. Storage Site. Any activity, facility or plant responsible for the storage of supplies and equipment. Normally, storage is a continuation of the receiving, issue, and other related functions as well.

171. Storing Military Service. The Military Service having physical control of the asset in the storage depot.

172. Surge. The ability of the industrial base to rapidly meet accelerated production requirements of selected items with existing facilities and equipment in a peacetime environment (no declared national emergency). Only existing peacetime program priorities shall

be available to obtain materials, components, and other industrial resources necessary to support accelerated program requirements.

173. Surge Contracting. Contracting (by a contract clause) for a specifically identified surge production capability, with time and quantity goals established.

174. Surge Planning. Planning for rapidly accelerating peacetime production of the highly significant defense industrial base for a broad range of critical situations short of mobilization (declared national emergency).

175. Technical Data Package (TDP). The drawings, specifications, lists, quality requirements, descriptions of manufacture (as applicable), packaging, drawings, and other items comprising all of the technical documentation required to procure and accept the item.

176. Technical Requirements. Those configuration and procedural conditions, including physical, functional, quality, and environmental characteristics, specified by the developing Military Service to accomplish a maintenance action.

177. Tons. The weight of materiel expressed in short tons (2,000 pounds).

178. Top Guard (Fence). The fence topped with three strands of barbed wire 6 inches apart for an overall height of 12 inches upward and 18 inches outward, at a 45° angle.

179. Transaction Item Report (TIR). The periodic reporting, usually daily, of materiel receipts, issues, and adjustments to the owning Military Service by the Military Service maintaining custodial accountability for other Military Service-owned assets. This is accomplished by means of appropriate MILSTRAP ("D" series document identifier code (DIC)) transactions.

180. Transition. The transfer of control for performance of the functions assigned to the SMCA in DoD Directive 5160.65, section E.

181. Transportability. The capability of materiel to be moved by towing, self-propulsion, or by carrier via any means, such as railways, highways, waterways, pipelines, oceans, and airways.

182. Transportation. Methods, techniques, and equipment used to transport ammunition through its life cycle, including transportability in the RD&E stage; transportation of bulk propellants and explosives, parts and components procured from industry or produced in Government facilities; transportation of components, propellants, and explosives into or between production facilities; internal production facility

transportation; through CONUS line haul and ocean and air transportation incorporating all modes and methods, such as unitization, containerization, lighter aboard ship, and the like.

183. Uneconomic Order Quantity. A quantity smaller than the economic order quantity that, if produced, would cause excessive unit costs.

184. Unit-Funded Cost (UFC). The cost associated with restoring a line item to an issuable condition. The UFC encompasses labor (direct and indirect); overhead; investment material, as required; and expense (consumable) material.

185. Validation Phase. The program phase that precedes the full scale development phase.

186. Wholesale Inventory. Conventional ammunition stocks defined in DoD Directive 5160.65, enclosure 2, paragraph 1.a., between point of production and point of receipt at first intermediate retail CONUS activity (tidewater port, air base, post, or station).

CHAPTER 1

GENERAL INFORMATION

A. PURPOSE

This manual assigns responsibilities and prescribes the procedures to be followed in implementing DoD Directive 5160.65 and the Secretary of the Army Charter for the SMCA. It applies to the DoD Components as defined in these documents.

B. DEFINITIONS

Definitions, acronyms, and abbreviations are listed in the front of this manual, immediately following the Table of Contents.

C. POLICY

The detailed guidance in this manual reflects agreements by the Military Services in implementing DoD Directive 5160.65. These agreements, known collectively as the SMCA JCAPPs, are negotiated and updated by the JOCG under the auspices of the JLC. Changes to the JCAPPs shall be shown as changes to the appropriate chapters of this manual. If differences occur between the approved JCAPPs and this manual, the SMCA and the Military Services shall use the JCAPPs.

D. MISSION

The SMCA mission, as specified in DoD Directive 5160.65, is to meet the following objectives:

1. Integrate conventional ammunition logistics functions of the Military Departments to the maximum extent practicable, thereby eliminating unwarranted overlap and duplication.

2. Achieve the highest possible degree of efficiency and effectiveness in the DoD operations required to provide top quality conventional ammunition to U.S. Armed Forces during peacetime and mobilization.

3. Maintain an integrated production and logistic base to meet peacetime, surge, and mobilization requirements for assigned ammunition.

E. ORGANIZATION

1. Designation of the SMCA. The Secretary of the Army is assigned the SMCA mission within the Department of Defense with the power to redelegate, within the Army, the necessary authorities to perform the SMCA mission.

2. The U.S. Army SMCA Organization. Army has delegated authority for execution of the SMCA operations to the CG, AMC. The CG, AMC, by direction and authority of the Secretary of the Army's Charter for SMCA, has designated the AMC Deputy CG for Materiel Readiness as the EDCA. The EDCA is tasked to oversee the SMCA mission and advise the CG, AMC, on the conduct of SMCA field operations. Additional delegations of SMCA authorities are as follows:

a. A jointly staffed Office of the EDCA. The Office of the EDCA is the SMCA focal point in the NCR and implements EDCA responsibilities for conducting the SMCA mission.

b. AMCCOM is the SMCA's principal field operating organization.

c. DESCOM performs SMCA depot operations as directed by the SMCA's principal field operating organization. These depot operations include:

(1) Receipt, storage, and issue.

(2) Maintenance.

(3) Demilitarization and disposal.

d. Other AMC activities designated by the CG, AMC, under the authorities delegated by the Secretary of the Army.

3. The JOCG. The JOCG is chartered by the JLC to jointly review all activities within its purview which involve development, production, or support of ordnance systems, subsystems and components. This group is tasked to identify programs or projects for joint sponsorship or management and implement or recommend for implementation those that meet selection criteria. The group is the approval authority for all JCAPPS governing inter-Service functional responsibilities.

F. RESPONSIBILITIES

1. The Executive Director for Conventional Ammunition shall:

a. Act as the executive agent for all SMCA operations.

b. Operate a direct channel with the DoD Components in the NCR (logistics commands and higher levels) for communication, coordination, collaboration, and support.

c. Develop coordinated plans to accomplish established goals and implement objectives and initiatives.

d. Work with the DoD Components in the NCR to resolve issues arising from interpretations of DoD Directive 5160.65, this manual,

related implementing documents, and other aspects of SMCA operations that cannot be resolved at the operating command level.

e. Develop a basis for planning, executing, controlling, and measuring qualitative and quantitative accomplishments.

f. Submit an annual report on execution of the SMCA mission, with particular emphasis on measurable accomplishments, problem areas, and required actions.

2. The Commanding General, U.S. Army Armament, Munitions and Chemical Command shall:

a. Execute the SMCA mission at the field operating level according to the requirements of this manual.

b. Establish management controls for the SMCA field operating mission and report on the performance of that mission and on such command and management matters as merit the attention of the EDCA.

c. Support the DoD Components in those responsibilities not delegated to the SMCA as requested by the DoD Components.

3. The Joint Ordnance Commanders Group, in support of its conventional ammunition responsibilities, as directed by the Joint Logistics Commanders, shall:

a. Develop uniform and, to the extent practicable, standard conventional ammunition policies and procedures for implementing the SMCA mission and functions, as well as the conventional ammunition missions and functions retained by the Military Services.

b. Maintain effective, continuing coordination and integration of joint conventional ammunition efforts.

c. Promote efficiency, effectiveness, and economy in ammunition programs and activities.

d. Promote improvements in the ammunition management decision making process.

e. Establish an organizational structure to carry out its mission.

f. Provide policy directions for accomplishment.

g. Approve the annual program plan.

h. Approve studies and other reports developed by JOCG activities and, as appropriate, direct or recommend implementing actions.

i. Approve JCAPPs developed by JOCG activities.

G. ORGANIZATIONS AND MEMBERSHIP OF THE JOCG

1. The JOCG organizational structure is identified in figure 1-1. Membership to the JOCG is designated in its charter as being the Commanders of the US Army Armament Munitions and Chemical Command (AMCCOM), US Naval Sea Systems Command (NAVSEA), Air Force Logistics Command (AFLC), Ogden Air Logistics Center (OO-ALC), Air Force Systems Command (AFSC) Armament Division (AD), and the Commandant, US Marine Corps, Logistics Materiel Division.

2. The JOCG has appointed the Chief of the AMCCOM Joint Activities Office (AMSMC-JS) as their Executive Director who serves as the central point for interface of all JOCG activities.

3. The JOCG has also established an Executive Committee comprised of senior managers from each member's staff.

4. The JOCG has approved a number of subgroups each of which has an assigned mission and taskings within a specific area of responsibility, whether it be development or logistics support, for all aspects of munitions and armament that comprise the JOCG ordnance mission.

5. The JOCG has approved a Handbook for JOCG Operations that describes the JOCG organization and the administrative practices to be followed in support of the JOCG.

H. HOW TO MAKE CHANGES TO THIS MANUAL

1. Developing JCAPPs

a. The JOCG shall collaborate in developing and maintaining JCAPPs implementing their SMCA and non-SMCA functions and relationships according to the following policies:

(1) The SMCA is responsible for internal policies and procedures implementing the responsibilities, functions, and relationships assigned.

(2) The Military Services are responsible for internal policies and procedures implementing the responsibilities, functions, and relationships assigned to and retained by them.

(3) Neither the SMCA nor the Military Services have veto authority over another Military Service's internal implementing policies and procedures.

JOCG ORGANIZATION

JLC

JOCG

JOCG
EXECUTIVE
DIRECTOR

JOCG
EXECUTIVE
COMMITTEE

SUBGROUPS

EXPLOSIVE & PROPELLANTS
GUIDANCE & CONTROL
FUZES
WARHEADS
PYROTECHNICS
AIRCRAFT/STORES COMPATABILITY
PACKING, HANDLING & LOADING
GUNS & AMMUNITION
INSENSITIVE MUNITIONS
MUNITIONS MAINTENANCE
MUNITIONS DEMILITARIZATION/DISPOSAL
MUNITIONS TRANSITION
MISSILES, ROCKETS, & TORPEDOES
UNPOWERED WEAPONS
ORDNANCE TECH DATA/CONFIGURATION MANAGEMENT
ORDNANCE INDUSTRIAL PREPAREDNESS
ORDNANCE QUALITY ASSURANCE
ORDNANCE SAFETY
ORDNANCE FINANCE
MUNITIONS ACQUISITION
MUNITIONS SUPPLY
ARMAMENT ACQUISITION
ARMAMENT SUPPLY
ARMAMENT DEMILITARIZATION/DISPOSAL

Figure 1-1. Organizational Structure.

(4) Commanders or their designated representatives appointed to the JOCG approve JCAPPs and resolve matters referred to them by subordinate groups.

b. The JOCG and its subordinate groups shall initiate, staff, review, and approve JCAPP changes according to the Handbook for JOCG Operations and the following instructions:

(1) Initiate and format proposed changes to draft or existing JCAPPs as shown in the Handbook for JOCG Groups.

(2) In staffing proposed changes to JCAPPs, follow the instructions in the Handbook for JOCG Operations and the following:

(a) Service JOCG-EC members ensure new or revised JCAPPs are staffed in their respective Military Services, with other affected JOCG subgroups, and with other affected DoD Components before submitting them to the JOCG for approval.

(b) Evidence that staffing has been completed and agreement reached shall be shown by a signed agreement to that effect. Only then can the proposed change be submitted, through the JOCG/EX to the JOCG for approval.

(c) Concurrence with reservations, or nonconcurrence in whole or part, shall be indicated in the submittal.

(3) If it is determined that a proposed JCAPP will have a significant cost impact, the sponsoring JOCG Subgroup shall submit a cost and economic analysis.

(4) New or changed JCAPPs are effective after JOCG approval and on the approved implementation date, even if this manual has not yet been updated to reflect the change. The proposed implementation date shall be based on the assessment of the organization(s) affected by the change in terms of either:

(a) The availability of resources within the current funded program, or

(b) The earliest date provision can be made for resources based on PPBS cycles.

(5) Authentication of approved JCAPPs is done as follows:

(a) After verifying that staffing is complete (subparagraph H.1.b.(2)(b) above), the JOCG/EX prepares a joint agreement for signature by JOCG members. If a JOCG meeting is scheduled within 30 days, the joint agreement may be signed at the meeting. Otherwise, the

JOCG/EX transmits the joint agreement to the JOCG-EC members at their duty locations to obtain their JOCG member's signature.

(b) The JOCG signatures to any given joint agreement are determined by the nature of the agreement, but will include at least the principal members shown in subsection G.1., above.

(c) If a nonconcurrence occurs, the JOCG/EC shall meet in an attempt to resolve the differences. If they do not succeed, the matter shall be presented to the JOCG for resolution or further direction.

2. Including Approved JCAPPs as Changes to This Manual

a. The JOCG shall send approved JCAPPs to the EDCA (EDCA/AMXED-RP, 5001 Eisenhower Avenue, Alexandria, VA 22333-0001) for inclusion in the manual.

b. The EDCA shall coordinate and publish changes according to DoD 5025.1-M.

I. DEVIATIONS FROM THE REQUIREMENTS OF DOD DIRECTIVE 5160.65 AND THIS MANUAL

Unusual circumstances may compel organizations to request waivers from specific provisions of DoD Directive 5160.65 or this manual. Organizations should submit such requests through their functional chain of command with full narrative justification and explanation of impacts that would result from disapproval. This section details the procedures for processing waiver requests.

1. Forwarding Requests for Waivers. Field requests for waivers are evaluated for technical merit by the Military Services' HQ, which forward their recommendations for approval or disapproval to the EDCA.

2. Evaluating Requests for Waivers. The EDCA evaluates each waiver request in the light of the Military Services' recommendation, accomplishes any necessary coordination with other Military Services, the JOCG, and with appropriate elements of the SMCA functional chain of command. Any required coordination with Navy, Air Force, and Marine Corps HQ and the JOCG is conducted by the EDCA through established points of contact.

a. If the waiver request impacts policy (see DoD Directive 5160.65), the EDCA forwards a recommendation for approval or disapproval through the ASA(RDA) to OSD(P&L), providing an information copy to the Military Service that originally provided the request to EDCA. Information copies of the EDCA recommendation are also provided to all organizations with which the EDCA staffed the request according to paragraph 2. The OSD(P&L) decision on the waiver request is provided to the same organizations upon receipt.

b. If the waiver request impacts only execution (DoD 5160.65-M), the EDCA decides on approval or disapproval and notifies OSD(P&L) through the ASA(RDA), the originator, and all coordinating organizations of the decision.

3. Managing Active Waivers. The EDCA maintains the central SMCA file of all active waivers of provisions of DoD Directive 5160.65 and DoD 5160.65-M. Waivers effective for a specific time are removed from the file on the expiration date and all affected organizations are notified. The EDCA reviews the entire active waiver file annually for the following purposes:

a. To determine if the reason(s) for each waiver remains valid and, if not, to notify all affected organizations of its termination.

b. To determine if DoD Directive 5160.65 should be changed to reflect the change in policy represented by any waiver and, if so, to propose a recommended change to the OSD(P&L).

c. To determine if DoD 5160.65-M should be changed to reflect the change in procedure represented by any waiver and, if so, to propose a recommended change to the JOCG.

J. REPORTING REQUIREMENTS (INFORMATION REPORTING)

The information requirements in this manual are assigned RCS Numbers as follows:

1. Conventional Ammunition Acquisition Plan is assigned RCS DD-MIL(AR)1684.
See page 6-3, DD Form 2358.

2. Request for Initial or Amended Shipping Instructions is assigned RCS DD-MIL(AR)1685.
See page 6-19, DD Form 2352.

3. Notification of Excess is assigned RCS DD-MIL(AR) 1686.
See page 7-59, DD Form 2359.

4. Hazardous Component Safety Data Statement is assigned RCS DD-MIL(AR) 1687.
See Page 11-21, DD Form 2357.

5. Conventional Ammunition Demilitarization and Disposal Technology Description is assigned RCS DD-MIL(AR)1688.
See page 13-15, DD Form 2360.

6. SMCA Mobilization Movement and Production Requirements is assigned RCS DD-MIL(AR)1689.
See page 3-30, DD Form 2361.

7. Foreign Military Sales (FMS) Price and Availability - Conventional Ammunition is assigned RCS DD-MIL(AR)1690.
See page 14-34, DD Form 2353.

8. Foreign Military Sales Renovation - Conventional Ammunition is assigned RCS DD-MIL(AR)1691.
See page 14-39, DD Form 2354.

9. Foreign Military Sales Funded Costs and Authorized Surcharges - Conventional Ammunition is assigned RCS DD-MIL(AR)1692.
See page 14-43, DD Form 2355.

CHAPTER 2

RESEARCH, DEVELOPMENT, TEST, AND EVALUATION (RDT&E)

A. POLICIES

The Military Services are responsible for the RDT&E of ammunition items to be assigned to the SMCA. The process of transferring responsibility from the developing Military Service to the SMCA is called transition. Transition is a gradual process. It begins early in the life of an ammunition item and continues until the SMCA assumes management responsibility. Some responsibilities and authorities are retained by the developing Military Service even after the item has been transitioned to the SMCA. The complex relationships between the SMCA, the developing Military Services, and the DoD call for detailed agreements for collaboration and coordination. This chapter describes the formal agreements between the SMCA and the AMRAD Committee and between the SMCA and the developing Military Services. It also explains the transition of ammunition items from the developing Military Service to the SMCA.

B. RDT&E COLLABORATION AND COORDINATION

1. Collaboration between the SMCA and the AMRAD Committee

a. This collaboration shall be according to Deputy Secretary of Defense Memorandum, Revised Terms of Reference (TOR) for the Armament/ Munitions Requirements Acquisition and Development (AMRAD) Committee, November 16, 1982 (Appendix A).

b. The Office of the EDCA is the SMCA's principal agent for collaboration with the AMRAD and shall represent the SMCA at AMRAD meetings, conferences, and exchanges.

c. The Chairman, AMRAD is the Committee's principal agent.

d. The SMCA and AMRAD shall meet at least twice a year. The date, location, and agenda for each meeting are mutually agreed upon.

e. The SMCA and the AMRAD shall consult continually on matters of mutual interest and concern. Consultation shall be through:

(1) Participation in meetings that relate to both parties.

(2) Exchange of draft documents for comment, evaluation, and impact assessment.

(3) Exchange of documents of mutual interest to ensure both parties are equally informed.

2. Coordination between the SMCA and the Air Force and Navy Ammunition Development Organizations

a. HQ, AMCCOM shall provide an on-site capability at Air Force and Navy locations for SMCA collaboration in RDT&E of ammunition items to be assigned to the SMCA. Liaison positions have been established at the Armament Division (AD), Eglin AFB, FL, for the Air Force and the Crystal City offices of NAVSEA and NAVAIR, Arlington, VA for the Navy through memoranda of agreement (MOA) between the SMCA and the developing Military Services.

b. The developing Services Logistics Command may establish an on-site capability with the SMCA at AMCCOM locations. This should be accomplished by an MOA between AMCCOM and the developing Service's Logistics Command.

C. ANNUAL REVIEW OF RDT&E PROGRAMS

1. The Military Services engaged in RDT&E of ammunition to be assigned to the SMCA shall, at least once a year, provide a program status briefing to the SMCA. The objectives of the review will be to:

a. Provide an overview, to the command level, of new and ongoing development programs.

b. Present and evaluate a program acquisition strategy plan.

c. Highlight concerns on individual acquisition strategies.

d. Describe firmness or stability of programs.

e. Emphasize areas that need SMCA attention.

f. Discuss potential candidates for joint service programs.

2. The sponsoring Military Service shall:

a. Propose the annual agenda, date, location and, as mutually agreed with the SMCA, schedule and present the briefing.

b. Brief, as a minimum, the standard briefing charts (figure 2-1).

c. Provide information on the program acquisition strategy plan required by paragraphs D.2.b and c. (Also see figure 2-1, chart IV.)

I. DESCRIPTION:

Definitively describe the item/system.

Figure 2-1. Standard Briefing Charts.

II. SCHEDULE:

	DATE
Start 6.3	_____
Full-Scale Development (FSD) Contract Award	_____
Preliminary Design Review (PDR)	_____
Critical Design Review (CDR)	_____
Production Readiness Review (PRR)	_____
LRIP Decision	_____
LRIP Contract Award	_____
FCA	_____
PCA	_____
Full-Scale Production Decision	_____
First Full-Scale Production Award	_____
Actual Delivery _____ Per Month Beginning	_____

Figure 2-1 (Con't). Standard Briefing Charts.

III. PROGRAM:

FY	84	85	86	87	88	89
FUNDS: R&D						
PROD						
QTY						

FY	90	91	92	93	94	95
FUNDS: R&D						
PROD						
				QTY		

SOURCE OF INFORMATION:

(Start with current FY plus 11 years)

Source of information (FYDP date _____ President's Budget, BES, POM)

Figure 2-1 (Con't). Standard Briefing Charts.

IV. ACQUISITION STRATEGY PLAN:

In a bullet format, outline the Acquisition Strategy Plan required by paragraphs D.2.b. and c., DoD 5160.65-M.

Figure 2-1 (Con't). Standard Briefing Charts.

V. ACQUISITION:

Phase: Phase in life cycle: validation, full-scale engineering development, LRIP, or full-scale production.

Joint Acquisition Strategy Plan: Date plan is/or was accomplished and synopsis of the strategy.

Contract Information:

Contract Award: Date awarded or planned for award.

Type of contract and degree of competition, sole source, completion selection sources, etc.

Problems of Proprietary Data:

Warranties:

Past: Contractor(s) in previous phase

Future: Next phase and planned contract type and competition.

Warranties:

Contractor testing requirements:

Figure 2-1 (Con't). Standard Briefing Charts.

VI. TECHNICAL DATA:

Show the different components for which technical data packages (TDP) are being obtained to support the acquisition strategy. Show both metal parts and LAP where applicable. Include date competitive reprocurement TDP will be validated.

Show commonality with other items/systems.

Energetic material/chemical material: Identify type and quantity per each item/submunition. Also, show alternate fill when appropriate.

Precision components: If the item/system uses any gear or pinions that must be cut or hobbed, give quantity per item. Embedded Computer: Identify software/firmware requirements. Unique provision for reliability and maintainability that involves the SMCA.

Figure 2-1 (Con't). Standard Briefing Charts.

VII. SYSTEM TEST REQUIREMENTS:

List unique testing requirements that involve SMCA to include facilities, and equipment needed for tests.

Figure 2-1 (Con't). Standard Briefing Charts.

VIII. MANAGEMENT:

Industrial Preparedness Planning. Will the item be a mobilization item?

Design to Cost $_____

Transition Date _____

TP/TG Last Meeting _____

Next Meeting _____

Transition Plan Status _____

Figure 2-1 (Con't). Standard Briefing Charts.

IX. SERVICE TEAM MEMBERS:

TITLE	OFFICE SYMBOL	NAME	EXTENSION
Prog Mgr			
Engr			
Production			
Logistics Manager			
GFM			
Tech Orders			
Data Mgr			
CM			
QA			
R&M			
Test			
Safety			
Packaging			
PGM Analyst			
Budget			
Cost Analyst			
Contracts			
Contractor			
PEP/MUT/Facilities			
SMCA Focal Point			

Figure 2-1 (Con't). Standard Briefing Charts.

X. SMCA ACTIVITY:

ITEM/SYSTEM

AS OF (DATE)

TITLE	PROJ NO	TYPE	YR	COST ($M)	EST COMP DATE	STATUS	LOCA-TION	REMARKS
PROJ TITLE	4 DIGIT#	MMT IPF EXPANSION OMNIBUS PROVEOUT AS APPLICABLE				FUNDED UNFUNDED COMPLETE PLANNED AS APPLICABLE		

Information Source: PBMA

Figure 2-1 (Con't). Standard Briefing Charts.

XI. SERVICE NEEDS:

MM&T

Metal Parts

LAP

Propellant & Explosives

Projects the Service needs that SMCA is not presently planning.

Figure 2-1 (Con't). Standard Briefing Charts.

XII. ISSUES:

Lists issues with SMCA

R&D Issues

Production Issues

Integrated Logistics Support (ILS) Issues

Figure 2-1 (Con't). Standard Briefing Charts.

d. Provide documentation at the time of the briefing in the quantity agreed upon with the SMCA.

e. Document actions agreed upon as an action plan.

f. Invite the EDCA.

3. The SMCA shall:

a. Propose agenda topics and provide for presentations pertinent to the program theme.

b. Provide documentation at the time of the briefing in the quantity agreed upon with the sponsoring Military Service.

c. Provide an evaluation of the program acquisition strategy plan required by paragraphs D.2.b and c.

D. SMCA PARTICIPATION IN ACQUISITION

1. The Basis of Collaboration. DoD Directive 5160.65 requires the SMCA and the Military Services to collaborate with each other throughout the RDT&E of conventional ammunition. This RDT&E collaboration is further defined by DoD Instruction 5000.2.

2. Program Initiation

a. The SMCA shall collaborate with the Military Services and the AMRAD Committee to:

(1) Meet standardization objectives prescribed by DoD Directive 4120.3.

(2) Provide ammunition and production acquisition schedules and costs in Decision Coordinating Papers (DCPs) or program memoranda as prescribed by DoD Directive 5000.1.

(3) Provide logistics implications in acquisition planning as prescribed by DoD Directive 5000.1 and DoD Instruction 5000.2.

b. The Military Services shall collaborate with the SMCA during the formulation of an acquisition strategy. The development project officer notifies the transition office of primary responsibility (OPR) and the SMCA point of contact, the Weapons System Management Directorate (AMSMC-ASI(R)), of items or system ready for preparation or updating of the Decision Coordinating Paper (or other decision document) no later than the end of 6.3B, validation phase. The project officer will certify to the Milestone II (full scale engineering development and production) decision authority that the acquisition strategy has been prepared in consultation with the transition OPR and the SMCA. This is to ensure

collaboration in the formulation of acquisition strategy used in support of the full-scale development and production decision process.

c. The development project officer for the lead DoD Component will normally convene a strategy panel, or comparable board, to develop/critique acquisition strategy proposed for Milestone II and follow-on acquisition phases. Membership shall include the transition OPR and the SMCA Activity Weapons Systems Matrix Manager. The format and content of the acquisition document will be directed by the Services, and will include as a minimum:

(1) Program Management/Program Structure Approach. Explain management options considered with rationale for management structure decision. Discuss transfer/transition and component breakout versus system acquisition.

(2) Procurement (Contracting) Strategy. Discuss types of contracts contemplated. Explain how competition will be achieved. Identify if the program is a candidate for multiyear contracting.

(3) Manufacture/Production

(a) Industrial Resource Assurance. Actions by industry or government to improve industrial base responsiveness. Capability of the industrial base and availability of the resources to meet required production acceleration and surge rates.

(b) Economical Production Rate. Plans for economical rates of production and the capability of the existing production base to meet those requirements.

(c) Production Facility Requirements. Early identification, definition, and refinement to ensure they are programmed, funded, designed, developed, and completed in proper sequence with the overall acquisition effort.

(d) Manufacturing Technology. Identify technology efforts needed to reduce production and/or cost risks.

(4) Program Schedule. Present major efforts to be accomplished with estimated dates of completion.

(5) System Design Principles. Discuss those areas of design, (quality, reliability and maintainability, safety, test and evaluation, data management, design to cost, integrated logistics support) that may require special attention of the SMCA.

d. The Development Project Officer for the lead DoD Component will continue to involve their transition OPR and SMCA during program

evolution as individual strategies are refined into the detailed plans required for executing the acquisition. This will be accomplished by continuing to include Service transition OPR and SMCA functional representation in executing the program.

3. Full Scale Engineering Development

a. The Military Services shall collaborate with the SMCA to establish an acquisition strategy. The individual strategies will address the production base to be used for full-scale development and subsequent production to include:

(1) Manufacture Method and Technology (MM&T) projects.

(2) Modernization and expansion projects.

(3) Site selection planning and execution.

(4) Planning for production, engineering, industrial preparedness, and surge.

(5) Contracting approach.

(6) Component breakout versus system acquisition.

(7) Technical data/configuration management to support competitive procurement.

b. The SMCA shall:

(1) Fabricate developmental ammunition at the request of the Military Services with their resources (see Chapter 6, section C).

(2) Collaborate with the Military Services by providing logistics assessments on facilitizing limited (initial, low rate) production. These assessments will emphasize the cost, economics, and operational implications of using existing production facilities for use by the developing Services in acquisition planning.

(3) Collaborate with the Military Services on logistics support planning (DoD Directive 5000.1).

4. Production

a. The SMCA shall procure LRIP items at the request of the developing Services with provided resources.

b. The developing Service shall confirm the system or item is ready for production.

c. The SMCA shall confirm that the system will meet the forecast schedule.

E. TRANSITION OF CONVENTIONAL AMMUNITION FROM THE DEVELOPING SERVICE TO THE SMCA

1. Objectives. Objectives are to:

a. Establish and maintain an effective interchange between the developing Military Services and the SMCA on transitioning responsibilities to the SMCA.

b. Ensure the SMCA has sufficient lead time and technical documentation to carry out the DoD assigned functions of procurement, production, technical support, storage, transportation, quality assurance, wholesale supply, maintenance and renovation, demilitarization and disposal of conventional ammunition.

c. Establish procedures for joint participation between the SMCA and the developing Services in preparing and executing transition plans (TPs) for items to be transitioned to SMCA.

2. Policies

a. General. Transition to the SMCA shall take place at the time of approval for production (Army: type classification; Navy: approved for full production; Air Force: Program Management Directive for Production) and after LRIP.

b. Transition Planning and Tracking. Formal transition planning is accomplished by the Transition Planning and Tracking Group (TPTG). The chairperson of the TPTG shall be designated by the developing Service.

c. The Transition Plan. A transition plan (TP) shall be prepared for all items designated for SMCA transition. In some instances, a single component (such as a warhead, projectile, or fin) may constitute a complete TP. While the detailed planning contemplated by this TP applies to the more costly and complex items, its principles are appropriate to the transition planning for the simplest of items. For example, a one-page TP may be sufficient for some items; a complex system will require and contain greater detail. The TPTG will tailor the TP to fit configuration management, safety, quality assurance, acquisition, to achieve a well planned transition. The purpose of the TP is to:

(1) Provide a disciplined management tool for timely and orderly transition to the SMCA.

(2) Provide visibility of the transition process and progress to all participants.

(3) Establish responsibilities, identify tasks and milestones for activities involved in the transition.

(4) Establish and maintain a realistic and achievable transition date (TD).

(5) Document the transition process. The transition plan shall be updated and maintained on a current basis until identified tasks are completed.

d. Data Check List. The TPTG shall refer to the Data Checklist (figure 2-2) to determine the applicability of each data element to the item being transitioned. The TP will identify each element to be satisfied.

e. The Transition Agreement. A transition agreement shall be included under section III of each TP. When signed by the SMCA and the developing Service, the agreement confirms that all commitments made in the transition plan have been met, and that the SMCA accepts responsibility. This does not include residual tasks that are the responsibility of the developing Service. When a completed a letter from the developing Service to the SMCA certifying completion and a return reply from the SMCA will constitute transition authority for residual tasks.

f. Criteria for Transition. The following criteria are to be used to establish the item TD. After the date is established, the criteria serves as final assessment gates for implementing the transition action. Criteria are:

(1) Major design engineering activity has been accomplished and design stability achieved.

(2) The developing Service certified through a Release for Production Document/Approved for Service Use the item has advanced where full scale production is warranted.

(3) Technical documentation is sufficient to support full-scale production.

(4) Configuration product baseline is established.

(5) The producibility engineering and planning effort is completed.

(6) SMCA documentation set is available to support procurement.

DATA CHECKLIST

DATA ELEMENT	TO AMCCOM	REQUIRED TIMEFRAME	ORGANIZATION RESPONSIBLE TO PROVIDE
Acquisition Strategy	AMSMC-AS		
Advanced Procurement/ Acquisition Plan	AMSMC-PD/DS		
Producibility Plans	AMSMC-PD		
Bill of Materials	AMSMC-PD		
TDP	SMCAR-ES		
Unit Cost (Components and LAP)	AMSMC-PD		
NSNs	AMSMC-PD/DS		
DoDICs	AMSMC-PD/DS		
Test Results for First Article and Production Lots with Associated Costs	AMSMC-PD		
Availability/Location/Condition of Industrial	AMSMC-PD		
Identification of Production Problems Encountered During LRIP	AMSMC-PD		
Identify and Provide Copy of all Technical Manuals/ Technical Orders	AMSMC-PD/DS		
Contract Files Including Development and Production Contracts	AMSMC-PD		

Figure 2-2. Data Checklist.

DATA CHECKLIST (continued)

DATA ELEMENT	TO AMCCOM	REQUIRED TIMEFRAME	ORGANIZATION RESPONSIBLE TO PROVIDE
Provide during pilot production and LRIP the ADC and ballistic firing records to the DoD ACD repository in AMSMC-QAD	AMSMC-QA (R)		
Provide (if reference ammunition lots are required by the TDP) an interim calibration lot of ammunition for AMCCOM to use in acceptance	AMSMC-QA (R)		
Whether the item will require surge/mobilization planning, if so, state surge/mobilization levels	AMSMC-IR/DS		
Component breakout/procurement factors to include listing of propellants and explosives and quantities	AMSMC-IR/PD		
Item(s) replaced and when replaced item(s) will be phased out of the system	AMSMC-IR		
Equipment and facilities SMCA will be required to provide support to mobilization and production requirements	AMSMC-IR		
An Acquisition Plan outlining how low rate/full production will be accomplished	AMSMC		
Plans and phasing for preplanned product improvements, MM&T and IPF	AMSMC-IR		

Figure 2-2 (Con't). Data Checklist.

DATA CHECKLIST (continued)

DATA ELEMENT	TO AMCCOM	REQUIRED TIMEFRAME	ORGANIZATION RESPONSIBLE TO PROVIDE
Life Cycle Cost Analysis	AMSMC-PD/DS		
Copy of Latest Budget/ Apportionment Documentation (P-forms, if appropriate)	AMSMC-PD		
Copy of Type Classification Action approval for Service use	AMSMC-PD/DS		
Funding Profile, including total RDT&E costs and investment non-recurring costs	AMSMC-PD		
Identification of GFE and GFM	AMSMC-PD		
List of VECP's not finalized and VECP's for which Value Engineering royalty periods have not expired	AMSMC-PD		
LOA if any	AMSMC-PD/DS		
Define Quality Assurance (QA) Requirements for SMCA during production and wholesale storage phases of life cycle measurement			
Provide pilot production and LRIP copies of waivers/ deviations/ECP's/VECP's	AMSMC-QA (R)		

Figure 2-2 (Con't). Data Checklist.

DATA CHECKLIST (continued)

DATA ELEMENT	TO AMCCOM	REQUIRED TIMEFRAME	ORGANIZATION RESPONSIBLE TO PROVIDE
Equipment and facilities to be provided to the R&D producers that will be transitioned to the SMCA	AMSMC-IR		
R&D producers and their capabilities and component sub-contractors/suppliers	AMSMC-IR		
Suggest MM&T's funded by SMCA that relate to LRIP to follow-on facilities	AMSMC-PB		
Copy of production readiness review results	AMSMC-AS		
Safety Statement	AMSMC-SF		
Hazardous Components and Safety Data Statements	AMSMC-SF/IS		
Demilitarization and Disposal Plans and Procedures	AMSMC-DS		
Environment Documentation	AMSMC-IS		

Figure 2-2 (Con't). Data Checklist.

(7) Item has been engineered for production, produced in LRIP using processes representative of those used by SMCA in full-scale production.

(8) Residual tasks to be accomplished after the TD by the developing Service are identified and milestones established in the TP. (When numerous residual tasks remain, particularly in critical areas, a later TD should be considered.)

(9) The Integrated Logistics Support (ILS) planning and implementation needed prior to the TD has been or is being accomplished according to DoD Directive 5000.39.

g. Transition. The developing Service shall determine which organization will have the responsibility for transition to the SMCA.

3. Procedures

a. The TPTG will be formed no later than 90 days after the FSED decision and will prepare a draft TP within 120 days after establishing the TPTG. In cases where accelerated development programs are planned, the TPTG must be established prior to FSED to allow lead time to accomplish the planning of program elements for transition from development to production in a timely manner. The TP must identify a TD and should be completed with signatures within 180 days. The TP shall be reviewed and updated as necessary. Changes must be mutually agreed upon by the developing Service and the SMCA.

b. The TP is subject to approval before implementation as follows:

(1) By the Commander of the responsible developing Service agency or his or her delegated representative.

(2) By the CG, AMCCOM, or his or her delegated representative on behalf of the SMCA.

c. The TD shall be established by the TPTG and contained in the approved TP.

d. The transition agreement will be finalized with appropriate signatures no later than 15 calendar days before the transition date.

4. Responsibilities. Each DoD Component participating in transition is responsible for accomplishing action stated here and in the TP. The individual Service commands are responsible for developing specific procedures required to implement transition.

a. The Developing Services shall:

(1) Designate OPRs for the item(s) to be transitioned and identify them to the SMCA. The OPR will write the developing Service's TPTG members names and submit them to SMCA.

(2) Identify to the SMCA major milestone events for items in full scale engineering development in which the SMCA shall participate.

(3) Organize and chair the TPTG.

(4) Approve and submit the TP to the SMCA for approval.

(5) Prepare the product baseline and information referred in figure 2-2.

(6) Approve and submit the transition agreement for review and approval at least 60 days before the TD to the SMCA

(7) Distribute the ILS plan to the SMCA.

b. The SMCA shall:

(1) Acquire the total ammunition production base according to the FAR subject to applicable laws, including the Arsenal Act, Title 10, United States Code, Section 4532. See Chapter 3, sections E and G for procedures.

(2) Establish an OPR for the item(s) transitioning and advise the developing Military Service. The OPR identifies to the developing Service the SMCA's TPTG members.

(3) Participate in TPTG functions.

(4) Acknowledge receipt of the TP; review, approve, or comment within 60 days of receipt from the developing Service.

(5) Evaluate and approve the transition agreement within 45 days of receipt.

(6) Collaborate with the developing Services on base facilitization, production capability, manufacturing methods and technology, producibility engineering efforts, and products in related activities for consideration during the development phase of an item.

c. The TPTG:

(1) Prepares the TP.

(2) Periodically reviews and updates the TP.

(3) Monitors progress toward transition to the SMCA.

(4) Prepares the TA and lists residual tasks.

(5) Coordinates the TD with affected Services.

(6) Disbands at the mutual agreement of the participating Services, but not before the completing residual tasks by the developing Service.

5. Elements of the Transition Plan. The TP shall consist of:

a. A cover page (figure 2-3).

b. An approval sheet (figure 2-4).

c. A coordination sheet. Signatures by all participating Service elements, or designated representatives, shall indicate full coordination.

d. Table of contents.

e. Section I - General. Briefly state the purpose and describe the item or system equipment (hereafter referred to as "item").

f. Section II - Requirements. Include the following functional areas and state the minimum required documentation set:

(1) Item Documentation and Records. Describe the specific documentation and records that apply to the transition. Include the Data Requirements Items Checklist. Define the responsibilities of the major involved elements of the developing Service and describe the physical mechanism for transfer of documentation and records. Attach documentation certifying the developing Service's "Release for Full Production" or "Approval for Service Use."

(2) Configuration Management (CM). Describe the CM methods and responsibilities needed for transition and subsequent procurements. In many cases, flow diagrams and configuration control board (CCB) memberships will need to be addressed. As a minimum, the requirements of Chapter 4, must be met.

(3) Engineering Responsibility. Describe the engineering functions to be continued by, or provided by, the developing Service and the SMCA. Be explicit in the who, what, when, and how of these functions. As a minimum, the requirements of Chapter 4 must be met.

(4) Engineering Data and the TDP. Describe methods and responsibilities for exchanging engineering data and the validated TDP among transition participants, as well as future changes to the TDP.

(Date of Plan)

TRANSITION PLAN

OF THE

_____

FROM

_____

(DEVELOPING SERVICE)

TO

SINGLE MANAGER FOR CONVENTIONAL AMMUNITION

TRANSITION DATE _____

REVISION NO & DATE

Figure 2-3. Transition Plan Cover Page Format.

APPROVAL SHEET

TRANSITION

OF THE

NOUN MODEL NSN
(System/Equipment/Item)

APPROVED BY:

(or Logistics Command) _____ (DATE)

_____ (DATE)

Developing Service Representative _____ (DATE)
(or Logistics Command)

SMCA Representative _____ (DATE)

Figure 2-4. Transition Plan Approval Sheet Format.

(5) Integrated Logistics Systems (ILS). Describe methods and responsibilities for wholesale logistics support requirements. Include the mechanism for ensuring that required wholesale logistic support data will be provided.

(6) PHST. Describe the status of the PHST product baseline (MIL-STD-1367). Any incomplete procedures, drawings, or equipment package, or those that must be provided by the SMCA, shall be identified and agreed upon. Include the transfer of packaging, transportation, and hazard classification data.

(7) Budgeting and Funding Summary. Portray the budgeting and funding status together with the responsibilities and transition participants in these areas.

(8) Procurement. Describe procurement activities, IPP, and production base plans, status of procurements, and related responsibilities for the transition process. All documented plans for business strategies, particularly as they impact on the developing Service and the SMCA, shall be maintained on a current basis.

(9) Milestone Schedules. Portray the entire transition schedule in enough depth to provide for visibility and tracking by the TPTG.

g. Section III - Agreements and Commitments (figure 2-5). The developing Service shall provide details on all agreements and commitments made during development that need to be known by the SMCA. Include all agreements between the transition participants to the transition and subsequent program support. Criteria shall be identified for determining when agreements and commitments have been satisfied.

h. Section IV. This section is reserved for transition matters peculiar to the specific item involved and not otherwise covered in the TP, including IPP data (see Chapter 3).

SECTION III - AGREEMENTS & COMMITMENTS

Transition Agreement: This agreement transitions the responsibility for procurement, production, wholesale inventory management and associated functions for the (Item) from the (applicable developing Service's Logistics Command) to the DoD Single Manager for Conventional Ammunition in accordance with the Joint Conventional Ammunition Transition Policies and Procedures for Conventional Ammunition from the developing Service to the Single Manager. The affixture of signature to the agreement acknowledges acceptance of the conditions and the transition of responsibilities from the developing Service Logistics Command to the SMCA. The agreement is to be signed prior to the time of transition. Tasks not completed as of the transition date are listed as residual tasks in this agreement, as mutually concurred in by the negotiating offices.

(Office of applicable Logistics Command) will be responsible for obtaining resolutions to the residual tasks. Tasks shall be closed upon acceptance of resolutions by the SMCA.

Residual Tasks: (To be listed prior to agreement signoff)	Expected Date of Completion

Single Manager for Conventional Ammunition, represented by the US Army Armament, Munitions and Chemical Command Rock Island, Illinois 61299	Equivalent Commander of the Applicable Developing Service Logistics Command

Figure 2-5. Agreements and Commitments Format.

CHAPTER 3

CONVENTIONAL AMMUNITION INDUSTRIAL PREPAREDNESS PLANNING AND MOBILIZATION PRODUCTION REQUIREMENTS

A. GENERAL POLICIES AND PROCEDURES FOR INDUSTRIAL PREPAREDNESS PLANNING

1. Purpose and Scope. The purpose of the joint policies and procedures is to provide the principles of IPP and the aggregation of mobilization production requirements for conventional ammunition. Industrial preparedness planning and aggregation of the mobilization production needs of all DoD Components for conventional ammunition assigned to the SMCA shall be integrated with the overall acquisition strategy of conventional ammunition programs. The Secretary of Defense outlines the goals and objectives of the industrial preparedness program through material support planning guidance and other related DoD policy guidance. Users of this chapter shall support the goal and objectives of the Secretary of Defense in all actions they initiate in regard to industrial preparedness planning.

2. Responsibilities of the Military Services. The Military Services shall:

a. Provide time-phased mobilization production requirements to the SMCA based on force structure, weapons systems, common scenario, and mobilization day (M-day). Data to be provided include (see section M. this chapter):

(1) Monthly mobilization production requirement at D+6.

(2) Monthly consumption rates, months 1 through 6.

(3) Asset posture.

(4) Identification of SMCA items that require surge planning.

(5) A prioritized critical items list as determined by using Service.

(6) Requirements for other contingencies as they become known.

b. Coordinate with the SMCA to ensure that adequate TDPs/ADLs are available for meaningful IPP.

c. Ensure that Service procedures for item selection and requirements determination are performed consistently.

d. Coordinate with SMCA IPP planners to ensure that production base planning is accomplished early in the life cycle of items still in R&D and not yet transitioned.

e. Provide Service requirements for data common components of threat-oriented and other non-SMCA items so they can be reviewed jointly with other mobilization needs.

3. SMCA Responsibilities: The SMCA shall:

a. Aggregate DoD Component mobilization requirements as described in section M. of this chapter.

b. Establish and maintain production capability under current DoD Instructions to supplement private capacity enough to support demand rates. Justify exceptions on a case-by-case basis.

c. Fund for base retention costs, including layaway and maintenance. Relate these costs to the levels of readiness needed for surge or full mobilization.

d. Ensure that all SMCA mobilization production requirements are planned against the production base. Before making major changes in requirements or production base capability, promptly notify the concerned Services(s).

e. Ensure full munitions support for the Military Services and selected allied forces in case of mobilization or surge by:

(1) Establishing and maintaining a conventional ammunition production base that meets assigned peacetime, surge, and mobilization needs.

(2) Establishing and maintaining enough storage and handling capability to meet assigned mobilization requirements.

f. Improve planning with contractors, including separate funding and planning to the second and third tiers when necessary. Develop industrial preparedness plans for surge and mobilization by one of several methods:

(1) Using the DD Form 1519, "DoD Industrial Preparedness Program Production Planning Schedule," under which the contractor takes part voluntarily.

(2) Using DID process. This method may be used when required and available funding will permit.

(3) Using contract clauses or similar methods. These methods may be used when funding is available.

g. Retain conventional ammunition capacity in the highest possible state of readiness commensurate within DoD policy and the economic tradeoff between maintenance and item inventory.

h. When appropriate, recommend that peacetime contracts be negotiated with planned producers for acquisition of planned items under FAR Section 6.302-3 to encourage more active and effective industry participation in IPP.

i. Provide data back to the Military Services concerning the status of IPP for SMCA items by means of the SMCA PBP and other reports. Such data and report shall be based on an all-up-round analysis.

4. Industrial Preparedness Planning Concepts

a. The SMCA IPP planners need enough information from the Services to accomplish meaningful planning of the industrial base to support any national emergency on M-day. To fill this need, the Services shall provide valid near-year information and realistic out-year projections to the SMCA. This information will be used to determine production capacity required and to establish and maintain the production base or dispose of capacity no longer required.

b. Industrial preparedness planning shall be limited to military end items or components essential to operational effectiveness under combat or combat training conditions, or to the safety and survival of personnel, and meet at least one of the following criteria:

(1) Require a long lead-time.

(2) Require development of, or additional, capacity to meet emergency production needs.

(3) Require continuous surveillance to ensure preservation of an adequate base to support emergency production needs.

(4) Require critical skills or specialized production equipment.

c. Items shall not be selected for planning if they:

(1) Are solely for comfort, convenience, or morale.

(2) Will become obsolete within 12 months.

(3) Can normally be acquired from commercial sources in enough quantities to meet the anticipated needs.

d. The following assumptions will be used for planning the industrial base under total mobilization conditions:

(1) Industrial M-day will be assumed to occur on the first day of the FY being planned.

(a) Necessary funds will be made available for all approved post M-day actions.

(b) In a national emergency, assume environmental restraints.

(2) The existing provisions of the Defense Production Act will be strictly enforced and used to direct increased output of current production and to resolve/alleviate material conflicts between civilian and military production through use of the DPAS regulation.

(3) Distribution from the strategic stockpile will be available based upon sufficient justification and DoD and Federal priorities.

(4) Production equipment, identified and available in the unassigned DoD industrial reserve, will be provided to the requiring activity for installation based on priority of need.

(5) The US industrial base is assumed to be undamaged.

(6) Foreign producers (other than Canadian) will not be considered as a source of supply.

(7) FMS items under US control will be diverted to US forces.

e. If the SMCA determines that an item does not require formal detail planning due to asset posture, insignificant quantities or commercial availability, the requiring service will be advised prior to finalization of planning.

f. The Services and the SMCA shall plan for transitioning of items according to Chapter 2 and subsection A.5. of this Chapter.

g. Special actions may be needed to qualify or preserve industrial preparedness and surge capability for items from foreign sources. In cases where dependency on foreign sources exist, the SMCA and the Services shall take alternative industrial preparedness measures

as appropriate, including the qualifying of standby domestic production capability.

h. The true production capability of planned mobilization producers must be ascertained by the SMCA. To do so, the SMCA CRIB review teams make on-site reviews of selected industrial base activities.

(1) A schedule of visits to planned mobilization producers shall be prepared and provided annually by the industrial preparedness activities of the SMCA. Changes and results from the survey are then used to update the SMCA PBP within the AIRMS and subsequently support the ASAPP.

(2) The SMCA CRIB team coordinates the on-site review with the ASPPO. The ASPPO is the DoD designee within DLA responsible for performing industrial preparedness planning in plants under his or her cognizance.

(3) The ASPPO becomes a member of the team and, as such, should advise the team leader of any shortfalls experienced by the contractors prior to the inspections of their plants.

(4) After review and evaluation, the SMCA CRIB team shall determine the reliability of the overall planned producer's production capability.

(5) In case of capacity differences or shortages to meet total Service requirements, the findings shall be reviewed by the SMCA IPP activity for resolution and corrective action.

(6) The SMCA shall provide the highest caliber of industrial expertise consisting of design, production, and scheduling experience.

5. Transition Planning For Industrial Preparedness Planning

This section describes industrial preparedness planning relationships between the Services and the SMCA. For general transition policies and procedures, refer to Chapter 2.

a. Policies and Procedures for Transition IPP

(1) The Military Services and the SMCA are jointly responsible for establishing policy guidance, monitoring the transition process for IPP, and resolving transition IPP issues.

(2) The developing Military Service and the SMCA shall accomplish transition IPP and implementation as prescribed in this and other chapters and implementing directives or regulations.

(3) The developing Military Service shall inform the SMCA, of the decision to initiate the validation phase, of any conventional ammunition program that will or may be transitioned to the SMCA. This will permit advance evaluation for the best use of the conventional ammunition industrial base and enhance IPP. Before transition, the developing Military Service should provide necessary program documentation to the SMCA for IPP.

(4) After the decision to enter full-scale development, key actions should occur as specified in Table 3-1.

(5) The SMCA will provide IPP presentation on the TPTG for all items that require IPP.

b. Transition Data Requirements for IPP. The following information is required during the transition period to support IPP:

(1) Whether the item will require mobilization planning.

(2) A component breakout, including strategic and critical materials contained therein (see section L.).

(3) Item(s) it will replace and when replaced item(s) will be phased out of the system.

(4) Equipment and facilities the SMCA will be required to provide to support LRIP, full-scale production, FYDP, and mobilization requirements.

(5) Transition, LRIP, and approval for production dates.

(6) An acquisition plan outlining how R&D, IPF, and production will be accomplished.

(7) Plans and phasing for PEP, MM&T, and IPF, as required.

(8) Equipment and facilities that will be provided for the R&D effort and that will transition to the SMCA.

(9) R&D producers and their present and potential manufacturing capabilities.

(10) Acquisition schedules.

B. MOBILIZATION

1. Planning for Mobilization

Table 3-1. Key Transition Events for IPP.

EVENTS	DEVELOPING SERVICE ACTION	SMCA ACTION
Annually	Advise the SMCA of items planned to enter full-scale engineering development.	Determine impact on mobilization base and requirements for IPP. Provide results to Defense Supply.
Full-Scale Development Decision	Provide updated information to SMCA.	Reevaluate impact on mobilization base and requirements for IPP. Provide results to developing service and discuss impact.
Full-Scale Development Decision (+90 days)	TPTG.	Provide inputs to draft to TPTG.
Full-Scale Development Decision (+210 days)	Draft a written transition plan.	Provide inputs to draft transition plan.
Full-Scale Production Decision (-24 months)	SMCA and Developing Service exchange LRIP data.	Provide IPF support as possible based on data exchange. Review industrial preparedness program planning and discuss impact with developing Service.
Full-Scale Production Decision	Provide updated project information.	Determine impact on TP and coordinate with developing Service.
Transition Date (TD) (-60 days)	Transition agreement prepared listing.	Participate to determine IPP data adequacy, residual data items.
TD	Provide final transition data, as agreed to in transition agreement.	Assume responsibilities per transition agreement.

a. In planning the commercial and government industrial production base support mobilization production requirements, the SMCA shall:

(1) Provide the most current TDP/ADL to each planned producer.

(2) Identify the plan balanced production of base components to meet end item delivery schedules.

(3) Ensure the most efficient assignment of existing capacity to meet mobilization requirements.

(4) Ensure post M-day allocation of enough production capacity to meet the monthly mobilization consumption rate. If production capacity is lacking, identify and analyze all required industrial preparedness measures on the basis of economic trade-off. Coordinate with the participating Services in determining the priority of resource application.

(5) Establish PEPs as required to provide critical production equipment and tooling for mobilization production requirements. Fund to maintain the production base in the highest possible state of readiness commensurate with other DoD guidance and the results of economic trade-off analyses.

b. The Military Services shall provide the SMCA mobilization production requirements according to section M. of this Chapter.

2. Integrating IPP with Current Procurement. To ensure maximum coordination between the planning process and current procurement plans, integration must take place early in the procurement plans. Planners shall make optimum use of the FARs and DoD 4005.3-M to keep the production base in a high state of readiness while meeting planning requirements and objectives. The DID is a contractual document that may be included in solicitations and contracts for selected systems and items designated for the IPP. The acquisition activity may conduct industrial preparedness planning by direct discussion with a selected prime contractor. The appropriate ASPRO will be notified of the "direct planning" choice and invited to participate. In certain instances, the acquisition activity may award a special study contract to a contractor to accomplish planning. ASPPOs will be kept informed of all special studies that may affect their function. Whichever of these planning alternatives is used by the acquisition activity, close coordination must be accomplished between the IP planner, the procurement planner, and the ASPPO.

C. SURGE

1. Surge Planning and Contracting Policies

a. The SMCA shall establish and support an industrial base to respond to surge situations such as:

(1) Emergency requirements to fill shortfalls in the current inventory at a faster rate than established in the POM/FYDP due to a new threat determination.

(2) Loss of on-hand stocks due to a natural disaster or covert action.

(3) An unforeseen contingency requiring additional expenditure of items, causing a dangerous draw-down of stocks.

(4) Support of FMS and/or NATO requirements under support agreements causing draw-down from war reserve stocks and reducing operational readiness.

b. Surge Planning:

(1) May include critical end items given on the IPPL.

(2) Could contain other principal items, components, and secondary and maintenance items needed by the using Service.

(3) May include items transitioned to the SMCA but not yet placed on IPPL.

(4) May require surging of a number of items concurrently.

(5) Does not require declaration of a national emergency to initiate surge production.

(6) May require formal planning annually, as well as when significant changes occur in capacity.

(7) May require modified DD 1519 planning.

(8) Is based on total system, and end item analysis planning.

(9) Utilizes sectoral studies.

(10) Is coordinated and integrated with mobilization planning as well as current and planned acquisition of systems and items.

(11) In the absence of a known requirement, surge becomes related to existing capability. For planning purposes, the following surge definitions will be used:

(a) Surge Definition. The accelerated production, maintenance, and repair of selected items, and the expansion of logistic support services to meet contingencies short of a declared national emergency using existing facilities and equipment. Only existing peacetime program priorities will be available to obtain materials, components, and other industrial resources necessary to support accelerated program requirements; however, increased emphasis may be placed on use of these existing authorities and priorities.

(b) Surge Capability. The maximum sustained output that can be achieved by the addition of one work shift over current production:

Example:	Current Base		Surge Base
	Cold	Go to	1-8-5
	1-8-5	Go to	2-8-5
	2-8-5	Go to	3-8-5

c. The following assumptions shall be applied in developing surge plans:

(1) The production base has been established and is assumed to be undamaged.

(2) Surge planning is for support of conflicts short of general war or stock shortages, but may evolve into a mobilization situation.

(3) Surge day (S-day) could occur any time.

(4) The Defense Priorities and Allocation System will be in effect. Establish lead time assumptions on this basis.

(5) National material stockpiles will not be a source of supply.

(6) Multiple shift production may be used.

(7) GFP authorized to support current production will continue to be available for use to support surge production.

(8) Consideration will be given to surging one item at the expense of another where alternate capability exists, based on priorities.

(9) Period of time to continue operations under surge conditions will be determined on a case-by-case basis.

2. Surge Planning Implementation Support. SMCA IPP procedures for supporting surge shall include:

a. Dialogues with industry to generate improved confidence and enthusiastic participation in surge planning and surge contracting.

b. Require the producer/planned producer to describe how production, including that of subcontractors, will be accelerated.

c. The identification of current and potential constraints on ability to sustain high volume, surge production. This process will include consideration of the effect on surge capacity of single source vendors projected material shortages, long lead-time items, projected critical skill shortages, limiting processes, and other factors that may require action or priority consideration by the SMCA.

d. The identification by each planned surge producer of other Government agencies, commercial and foreign customers, for which an item on the surge item list, or a similar item, is produced.

e. Identification by each planned surge producer of plans for overcoming limits of manpower, including technical skills, in moving from current production levels to surge production.

f. In all subcontracts, by the prime planned surge producer, the requirements for surge planning, extending down through the lowest practical level of subcontractors.

g. Requiring each planned surge producer to revise the surge production plan to accommodate a change in conditions that affects the capacity to accelerate according to an existing contract or plan.

h. Determining the ability of each planned surge producer to accelerate to a maximum single shift production level, to a premium time effort, and to multishift operation.

i. Coordination with acquisition agencies to ensure that the above information is included as a DID on DD Form 1423, "Contract Data Requirements List," and include the following:

(1) The producer will indicate the cost for the data item as part of proposal submittal for the surge end item.

(2) The contracting officer will review the data item cost in relation to the surge end item cost.

(3) The contract will allow the contracting officer to implement the producer's plan to one of the levels included in the plan.

(4) Additional costs, not included in the plan, will be negotiated as soon as possible after work has begun.

D. SMCA PRODUCTION BASE PLAN

PBP Policy:

1. The SMCA PBP shall be published each year in lieu of other specific guidance from the Department of Defense.

2. Major changes in the status of production facilities and lines will be coordinated with the Military Services to ensure effective and economic utilization and disposition action.

a. Utilization means optimizing consolidation of requirements, work loading of facilities and lines, and economical use of production resources.

b. Disposition means disestablishment, transfer, or reutilization of production facilities and lines, and economical use of production resources.

3. The SMCA shall disseminate proposed actions for production facilities disposal to permit Service review before action is taken.

4. The SMCA PBP will be developed using the AIRMS. This near-year plan will provide the mobilization production buildup schedules and capability allocations for all planned SMCA end items, separate issue items, and base components. Primary pacers, peacetime acquisition, and assets will be considered in this document.

5. The AIRMS will be used to develop SMCA production base out-year studies (PBOS) as required.

6. Mobilization production requirements shall be provided as described in Section M of this Chapter.

E. PRODUCTION BASE MODERNIZATION AND EXPANSION

1. M&E Policies and Responsibilities

a. Modernization and expansion programs and projects shall comply with the latest annual DoD guidance.

b. The SMCA is responsible for the acquisition, operation, layaway, maintenance, modernization and expansion, prove out and excessing of the conventional ammunition production base.

c. Based on Defense guidance, including current base sizing guidance, the SMCA is responsible for modernization and expansion of the production base. This is accomplished by the combined efforts of HQ, AMCCOM, AMSMC-IR (R), and AMSMC-PBJ (D). The PBMA is responsible for developing and executing the modernization and expansion program to ensure modern cost-effective production processes and facilities and include them in the conventional ammunition production base.

d. The SMCA shall participate with the Military Services, PBMA, development commands, and project managers during the RDT&E of ammunition to ensure the manufacturing methods and technology and facilities are available when items transition to the SMCA.

e. The SMCA shall participate with Military Services and project managers during the RDT&E of ammunition for the purpose of ensuring proper priorities and integration among the selection of IPF, conducting the LRIP, and operating the production base under the management of the SMCA.

f. Priorities that apply to the current production base modernization programs of the Military Services, supplied annually as part of DoD guidance, are subject to change. These priorities are also subject to modifications in individual cases when compelling reasons dictate modernization of a particular production facility. These variances shall be fully documented and supported as part of the program budget processes of the individual Services.

g. Omnibus engineering funds are provided by SMCA/PBMA to plants, other Government agencies, and developing Services to accomplish prerequisite design work for future year projects before approval and availability of formal project funds. Developing Service requirements for new or additional SMCA facilities needing design through omnibus funds should be identified to the SMCA/PBMA early enough to permit complete design in accordance with Congressional design deadlines.

2. Manufacturing Technology. The cost-effective state-of-the-art manufacturing technology should be incorporated in Government-funded modernization and expansion projects. Before each modernization and expansion project is submitted for funding approval, the Service proposing the modernization will review all pertinent manufacturing technology projects of the Joint Services to determine any new technologies being used that could contribute to the project and prevent duplication. The MM&T program must be in syncronization with M&E program. Additional discussion of manufacturing technology is provided in Section G.

3. Planning Objectives. Modernized noncontinuous production lines for LAP of fuzes, primers, propelling charges, and projectiles for metal parts, and for small caliber ammunition should be planned for maximum

sustained production at an efficiency of 70 percent. Continuous chemical production lines should be planned for 90 percent efficiency. See Table 3-2 for display of planning objectives. Concurrent with planning and executing Government funded modernization and expansion, provisions must be made to budget for process prove out in order to evaluate and verify production rates, quality, and reliability of processes, facilities, and equipment.

4. Planning, Programming, and Budgeting Procedures for Modernization and Expansion

a. Modernization and Expansion. The planning process formally begins with a planning and programming guidance briefing at PBMA during October.

b. DoD Guidance. The Department of Defense releases its draft guidance for the PBS program in late February. After comments are resolved, the final guidance is released in late March.

c. SMCA Budget/Prebudget Guidance Letter. The SMCA shall prepare and release a budget/prebudget guidance "call" letter to all DoD munitions activities, outlining the procedures and schedules for submitting and reviewing project exhibits (P-25s).

PLANNING OBJECTIVES FOR MAXIMUM MOBILIZATION SUSTAINED PRODUCTION

(Hrs/Wk equal scheduled PDN Hrs/Wk, effective PDN Hours equal actual PDN Hrs/Wk efficiency ratio of actual to scheduled Hrs/Wk)

Manufacturing Category	Hours/Week	Effective Production Hours
LAP	120	84
Metal Parts	120	84
Small Caliber	120	84
Continuous Chemical Production	168	151

Note: Following production line prove out, demonstrated rates will be used for planning. The projected rate, based on statistical analysis of the prove out data, should be used.

Table 3-2

d. Draft P-25s Due. The P-25s, prepared by the Army Ammunition Plants (AAPs), ARDC, the Military Services, and the PBMA, are forwarded to the SMCA and distributed to the PBMA, Industrial Base Engineering Activity (IBEA), Army Materials and Mechanics Research Center (AMMRC),

and other Services for review. Each agency reviews the P-25s and submits comments to the responsible PBMA engineer and the SMCA.

e. Budget Submission. Between the April working reviews and early June, the PBMA project engineers prepare the revised P-25s and submit them to the SMCA for inclusion in the total PBS program.

f. Congressional Approval. Congress reviews the SMCA M&E budget as part of the PBS program under the PAA appropriation. The House and Senate Armed Services and Appropriations Committees may question the budget submission. These questions are sent to the SMCA and coordinated with the PBMA for resolution. When Congress finally approves the budget, funds are released so that the final phase of the project may begin. (Note that similar procedures apply to MM&T project exhibits ((P-16s)).

F. PRODUCTION BASE CONFIGURATION PLANNING

1. Applicability of Policies and Procedures

a. These policies apply to SMCA production base configuration planning policies (site selection and transition phasing of old versus new items) for conventional ammunition.

b. These procedures apply to IPFs and modernization and expansion projects using the SMCA production base. The production base includes Army GOGO facilities; Army GOCO facilities; COCO facilities; and SMCA PEPs.

2. Responsibilities for Production Base Configuration Planning The following is a general explanation of SMCA production base configuration planning responsibilities. More detailed discussions of these responsibilities follow in later paragraphs or sections.

a. The developing Service is responsible for the R&D program of new ammunition items before they are transitioned to the SMCA. In configuration planning, the developing Service shall coordinate with the SMCA in selecting IPF sites. If the SMCA production base is to be used, the developing Service shall also coordinate with the SMCA in developing and providing technical data in support of site selection.

b. The SMCA PBMA is responsible for managing the modernization and expansion program and for ensuring adequate facilities and equipment are programmed to support ammunition production for peacetime and mobilization.

c. AMCCOM has the SMCA responsibility for configuring the production base to satisfy production and mobilization requirements.

3. IPF

a. The developing Service shall coordinate with the SMCA to provide maximum opportunity for use of the existing production and mobilization base as the IPF. Planning for IPF must be included in transition planning.

b. When required, funding will be programmed and budgeted by the SMCA for IPF projects on those programs to be transitioned to the SMCA and for which facilities are to be established.

c. The SMCA shall plan for use of the IPF as part of the full-scale production base to preclude or minimize production breaks.

d. Figure 3-1 shows the flow for the IPF site selection process.

4. Site Selection Procedures for Other Modernization and Expansion Projects

a. The SMCA is responsible for full-scale production of an item. Consequently, the SMCA is to meet peacetime, surge and mobilization requirements. As a part of these responsibilities, the SMCA makes site selections for follow-on modernization and expansion projects (that is, beyond IPF) to best configure the production base to meet those production requirements.

b. To accomplish these site selections, the SMCA conducts the actual site selection study and selects the site. If applicable, the SMCA will convene and chair a site selection committee to assist in evaluating candidate sites. The developer and commodity project manager will provide support, as applicable. Figure 3-1 shows the flow of the modernization and expansion site selection process.

5. Site Selection Data Elements

a. Site selection data elements are technical data on a specific facilities project to use in selecting a site for that project. Site selection studies cannot be made by the SMCA without site selection data elements. The site selection data elements are representative data element requirements and may be adjusted based on common agreement between the developing Service and the SMCA. They are used to initially screen the production base to determine the candidate sites. They are then used to aid in preparing the economic and technical proposals of each candidate site.

b. The preparation of site selection data elements on product and process for IPF projects is the responsibility of the developing Service.

c. Figure 3-2 shows the site selection data elements.

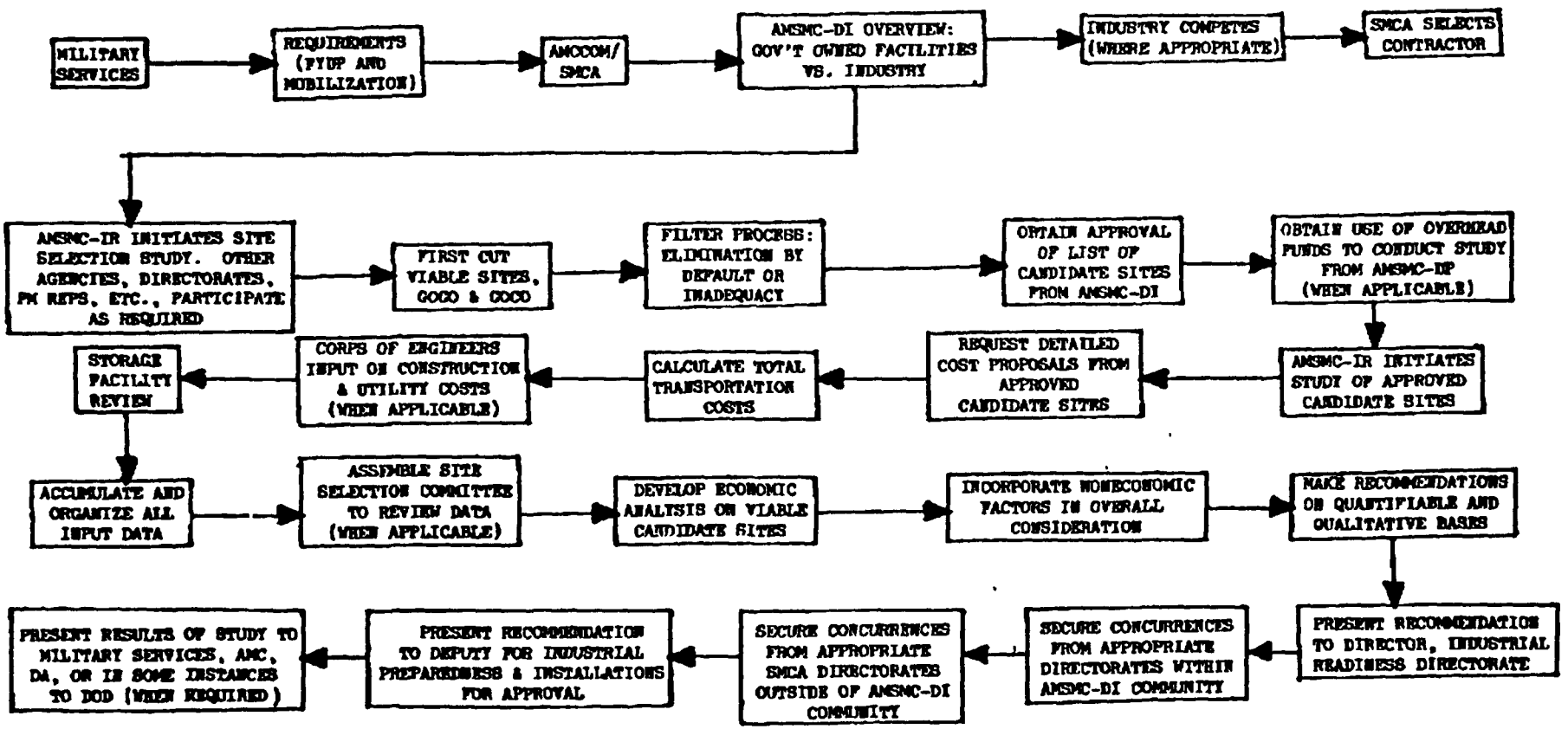

Fig. 3-1. IPF & MDD/EXP Site Selection Process Flow

1. Description of Item

This includes:

a. Reference to TDP or adequate technical description.

b. Approved for Services use status (source and date).

c. Requirements (Mobilization & FYDP per source and dates).

d. Related and item weapon system use.

e. Raw material source.

2. Related Projects (Number, Status and Brief Description)

a. MM&T (include required completion date, relationship to facility project, and retrofit capability).

b. IPF/Expansion.

c. Other (include required support-type facilities).

d. Omnibus engineering.

3. Project Description

This includes:

a. Outline of process (with optimum sizing for technology).

b. Planned production capability: Previous total plus this project's capability.

c. Estimated cost (include source of estimate, FY basis of $).

d. Approximate space required (include storage space for materials, components, and end items, as required; indicate whether inert or energetic storage and what quantity-distance requirements exist).

e. Equipment (type and size - stratify into the following categories: process, material handling, production support, plant support).

f. Utility requirement - other than energy (include water, steam, sewage when significant).

g. Environmental requirements.

Figure 3-2. Site Selection Data Elements

h. Manpower requirements (numbers and skill categories).

i. Special safety features (toxics, nuclear, Occupational Safety and Health Administration (OSHA), Radiological and Radioactive, etc.).

j. Transportation requirements: end item, component, and raw material description, cubes, and tonnages.

k. Energy requirements (primary and alternative types).

l. Special waste disposal requirements (landfills, radioactive waste, etc.).

m. Security requirements (special requirements dictated by chemical-biological products, radioactive materials, susceptibility to sabotage, etc.).

n. Seismic requirements (sensitive of process to earth tremors; special precautions due to process).

o. Special site requirements (need for bedrock for machine foundations; freedom from sub-freezing weather, etc.).

p. Specific building requirements (include process and nonprocess areas.)

4. Specific Project Requirements (include any specific requirements relating to site selection that are peculiar to individual projects).

Figure 3-2. Site Selection Data Elements (Continued).

6. Cost Estimating Procedures. The cost estimating procedures used by the SMCA in site selection studies shall be as prescribed in AMCCOM Regulation 37-25, Uniform Site Selection Cost Estimating Procedures. Cost estimates shall be based on out-of-pocket, recurring, and nonrecurring costs directly attributable to the project being studied.

7. Other Considerations in Site Selection

a. Although economic factors receive a greater emphasis because of their readily quantifiable nature, there are other factors which, for various reasons, must be considered in choosing the best site for a project. The weight placed on these factors is up to the decision maker and can be of such significance as to override economics.

(1) Management and operational elements include such qualitative factors as expertise; past technical performance; availability of work force, utilities, and transportation; configuration of the base (such as centralization versus dispersion of similar capabilities); horizontal and vertical complexing; and precluding or minimizing production breaks.

(2) Environmental considerations include potential or present pollution, seismic risk, archaeological interference, endangered plants or animals, and socioeconomic impact. Environmental Impact Assessments or Statements (EIA/EIS) shall be conducted as required.

(3) Normally, economic factors are given greater weight when labor intensive processes are used.

b. Each project may have its own peculiar set of non-economic factors. Even those factors which are similar between two or more projects may be weighted differently for each project. The above factors are not all-inclusive and can be added to, or deleted from, as appropriate.

G. MM&T

1. Policies. Manufacturing technology efforts will be pursued to ensure that the SMCA production base incorporates state-of-the-art changes that enhance the achievement of efficient, economic, and responsive operations.

2. Procedures

a. Each Service is responsible for the necessary engineering to develop a producible end item, component, or system consistent with DoD Directives and appropriate to the level-off hardware acquisition rate programmed in the FYDP. During RDT&E, this engineering will consist of both PEP and an associated "system unique" MM&T program (if required).

R&D managers must ensure that their programs incorporate component end item manufacturing process descriptions to allow for quantity and quality production at a reasonable cost. Adequate lead-time must be established when providing process descriptions to the SMCA for facility acquisition.

b. Funding of PEP and associated MM&T projects will be accomplished according to the following guidelines:

(1) Developing Service

(a) PEP and associated "system unique" MM&T projects for items still in development will be planned, programmed and budgeted for by the developing Services.

(b) The developing Services may elect to fund "system unique" MM&T projects prior to transition with procurement funds.

(2) SMCA. The SMCA will only fund MM&T projects that are:

(a) Initiated after transition.

(b) Initiated prior to transition when the MM&T project has "general" application to existing manufacturing processes used by the SMCA for items scheduled for transition. MM&T projects initiated after transition should consist of efforts required to capitalize on emerging technology.

(3) Early interface between the SMCA and the developing Service will ensure that all necessary MM&T projects are planned, budgeted, and implemented in a timely manner.

c. Introduction of improved processes to optimize production at SMCA facilities for the post-transition period will be considered by the SMCA for budgetary actions consistent with long-range mobilization or more intensive production situations. Prioritization, budgeting, and funding will be established based on the series of project reviews established for that purpose. Schedules, requirements, input, and other information will be coordinated between SMCA elements and the Military Service.

d. Additionally, the Military Services will participate, through the Manufacturing Technology Advisory Group (MTAG), in developing MM&T requirements and in formulating plans for executing and implementing MM&T projects that have multi-Service applications, both to avoid unwarranted duplication of effort and to maximize the benefits and/or savings available from such projects. Annually, the MTAG Munitions Subcommittee will publish a report for the annual DoD MTAG conference containing the Services' munitions/munitions-related MM&T efforts to include MM&T on non-SMCA items. This report will utilize the

AMC MTMIS for input and will be coordinated with applicable JOCG elements.

e. The Commander, PBMA, will personally certify (and maintain such certification on file) that MM&T projects for munitions items not yet transitioned to the SMCA, have general application to the conventional ammunition production base. These projects will be proposed by the Services or the PBMA staff.

3. Derivation of Manufacturing Technology Engineering. The supporting manufacturing technology engineering is derived in three ways:

a. Purchase of state-of-the-art, off-the-shelf equipment of designs from private industry wherein the engineering was privately financed and is amortized in the selling price.

b. Adaptation of commercial processes and equipment when the adaptation is financed by the Government and the balance of the design by industry is in the off-the-shelf case.

c. Development of process and equipment by the Government or commercial manufacturing technology organization.

4. Relationship of Manufacturing Technology Engineering to the Modernization and Expansion Program

a. The manufacturing technology engineering program is the keystone of an M&E program because it develops the new production processes and equipment that will replace antiquated or hazardous operations. It increases production efficiency, improves occupational working conditions, enhances productivity, reduces air and water pollution, or provides significant cost reduction. As a matter of policy, the Services will not build a new copy of an old design when better and more economic processes are proven and available.

b. The manufacturing technology engineering program, coordinated with SMCA M&E plans, is essential to achieve the full benefits of modernization and expansion. Effort spent today in advancing manufacturing methods and processes may often pay for itself many times over in the future through more economic and timely production of ammunition and other intangible benefits.

H. THE ARMAMENT INDUSTRIAL READINESS MANAGEMENT SYSTEM (AIRMS)

1. Responsibilities

a. The Commander, HQ, AMCCOM, shall exercise system management of AIRMS through the AMCCOM Director of Industrial Readiness.

b. Military Service points of contact for IPP shall advise and assist HQ, AMCCOM, in establishing and maintaining an effective interface between applicable ADP systems of their Service and AIRMS.

c. Input formats shall be developed by the SMCA and coordinated with the principal members before implementation.

2. AIRMS Objectives. The following are AIRMS objectives:

a. Integrate SMCA industrial readiness information management actions.

b. Apply advance technology to HQ, AMMCOM, industrial readiness information management.

c. Accelerate availability of a total system for SMCA industrial readiness management.

3. The AIRMS Concept. The AIRMS is based on the premise that it will:

a. Satisfy the total SMCA and Army industrial readiness mission of HQ, AMCCOM.

b. Be based on the concept of automated storage and retrieval of readiness data and information.

c. Be designed in a series of subsystems employing the System 2000 Data Base Management System, when appropriate. The subsystem structure is designed to facilitate modular development and maintenance of AIRMS and to expedite enhancement of industrial readiness management.

d. Be designed to satisfy industrial readiness operating functions; provide a study capability to meet continuing requirements for evaluation of the impact of proposed changes in logistics policies, plans, programs, and procedures; predict and assess significant industrial readiness trends; forecast future industrial readiness requirements, and support the ASAPP, DSACS, and other systems required by higher headquarters.

4. Description of AIRMS Subsystem

a. Equipment Subsystem. This subsystem is also known as the plant equipment package management information system. It provides an inventory type data base on the status of Government-owned production equipment in the SMCA PEPs. Included is a complementary data base on equipment voids.

b. Reactivation Network Subsystem. These networks describe in detail all the actions and resources needed to reactivate laid-away

production lines in the Army Ammunition Plants (AAPs). This subsystem helps identify constraints to reactivation to allow planning of corrective actions.

c. Industrial Preparedness Measures Subsystem. The subsystem provides a repository of information on Industrial Preparedness Measures (IPMs) needed to meet mobilization or surge, or FYDP for a given item or facility.

d. SMCA PBP/PBOS Subsystem. This subsystem generates the PBP/PBOS (Section D.). It compares mobilization requirements to the capabilities of the SMCA production base. A special application of the PBP/PBOS subsystem, identifies constraining components for each month of production build-up, starting with M-day. This application allows the SMCA to model IPMs to evaluate their impact on the capability of the base.

e. Priorities Subsystem. This subsystem allows study of entire armament systems (ammunition and weapons) to determine their comparative readiness and sustainability.

f. Industrial Base Investment (IBI) Subsystem. This subsystem will provide support to the ICAPP by providing a repository of data related to ramp years and the POM. The ramp years are the 3 years leading into the POM period. These are the prior year, the current year, and the budget year. The POM is the 5 fiscal years that follow the ramp.

5. Procedures. The SMCA shall develop and disseminate procedures for using AIRMS.

I. PRECISION COMPONENTS FOR MECHANICAL TIME DEVICES

1. Background

a. On 19 August 1971, the Deputy Secretary of Defense, in a Decision Memorandum, determined that future defense requirements for precision components for mechanical time devices, including gears, pinions, posts, and plates must be procured from domestic or Canadian manufacturing sources to the maximum extent practicable to preserve the domestic mobilization base for such components. As a result of this policy decision, policies and procedures, along with a contract clause, were developed and incorporated in the FAR. Initially, an Industrial Preparedness Precision Component Subgroup was established and subsequently disestablished. Currently a precision component working committee exists that reports to the Joint Ordnance Subgroup for ordnance industrial preparedness planning and performs the following:

(1) Coordinates conventional ammunition industrial preparedness and acquisition programs for preserving the domestic

mobilization base for mechanical time fuzes, safing, and arming devices, boosters, and similar items using precision cut pinions and gears.

(2) Establishes and protects a balanced 1-8-5 work loading shift for domestic base producers of precision cut pinions and gears when possible.

(3) Develops complementary delivery schedules for continuous operation so as to retain critical skills.

(4) Prepares an annual program plan for work loading domestic precision component producers and issues quarterly status reports based on the plan.

(5) Conducts triennial reviews and updates the JOCG Precision Component Report reflecting changes in the precision component base, mobilization requirements, peacetime acquisition programs, changes in the state-of-the-art affecting the base, and evaluating the need for continued protection of the domestic production base.

b. Joint Precision Component Studies (triennial reviews) were conducted by the JCAP Precision Component Subgroup in 1978 and 1981 to assess the current state of the domestic precision component production and to recommend future actions.

2. Precision Component Policies. In line with the approved Joint Precision Component Study, dated December 1984 (draft), the following policies shall apply:

a. The Military Services shall continue to protect the domestic mechanical time base according to the FAR Supplement 8.74.

b. The Military Services shall require prime contractors to coordinate all acquisitions for machined, cut, and hobbed pinions, gears, posts, and like items with the DoD Precision Components Work Loading Control Center, HQ, AMCCOM, to ensure placement of orders with approved domestic sources.

c. The Military Services shall support the continuing efforts of the DoD Precision Components Work Loading Control Center.

d. The Military Services shall maintain policies to minimize the use of machined, cut, and hobbed pinions, gears, and posts based on foreign technology for mechanical time devices and to convert from reliance on foreign technology to US technology for such components and related processes.

e. The DoD Precision Components Work Loading Control Center shall determine precision component production base requirements.

3. Industrial Readiness Procedures for Precision Components

a. Precision component procedures shall be implemented as spelled out in the FAR.

b. The Services shall coordinate procurements of mechanical time devices with the DoD Precision Components Work Loading Control Center.

c. Technology, such as the gearless safe and arm and the hydrostatic extrusion process, shall be developed and incorporated in fuze designs to reduce the reliance on foreign technology.

d. The DoD Precision Components Work Loading Control Center shall:

(1) Ensure equitable distribution of procurements to maintain and expand critical skills and to partially use surplus capacity when it exists.

(2) Ensure the maintenance of a single shift (1-8-5) surge production capability to the extent practical.

(3) Publish a semi-annual Coordinated Precision Component Plan and Report, including status reports of all precision component related projects and production trends, as well as problems within the electronics industry pertinent to fuzing.

J. SUPPORT OF PRODUCERS

1. Product Engineering Support

a. Each Military Service has established an In-Service Engineering Activity (ISEA) to:

(1) Act as the focal point for providing TDPs required by the SMCA to perform its mission.

(2) Execute the configuration management of items transitioned to full scale procurement and production.

b. As requested by the SMCA, ISEAs will provide or arrange with their appropriate Service development command or centers to provide product engineering support to producers, within developing Service priorities, for items for which their Service is the design agency.

2. Process Engineering Support. As requested by the SMCA, the PBMA will provide process engineering support to producers in establishing, accelerating or expanding production methods, procedures, and processes.

K. INTERNATIONAL COOPERATIVE ARMS INITIATIVES

1. Background

a. An intensive study of the US industrial base, hereafter called the Production Base Study, was conducted with relationship to the International Cooperative Arms Initiatives. This study was prompted by the growing concerns that those initiatives were creating potentially adverse impacts on the warm industrial base. It was felt that continued unrestrained and uncoordinated initiatives to authorize foreign countries' rights to produce or co-produce items of US military material vital to the defense posture of the United States, could possibly degrade the US capability to respond to emergencies.

b. The Production Base Study identifies items vital to the defense posture of the US and recommends, on a case-by-case basis, restriction of co-production, licensed production, export, and transfer of critical technology. The PBS is updated continuously and reviewed quarterly. This document is used by all levels of the Department of Defense in making decisions in these areas.

2. Policy on International Cooperative Arms Initiatives. No agreements or commitments shall be made with other countries or any company representing another country for sales (export), licensed production, co-production, or transfer of critical technology by the Military Services during the development phase or before transition to the SMCA without prior coordination with the SMCA. This includes activities by development commands and project and program managers within the Military Services. Coordination will be with the Commander, HQ, AMCCOM.

L. POLICIES AND PROCEDURES FOR STRATEGIC AND CRITICAL MATERIALS

This section describes the responsibilities of the developing Service and the SMCA for considering and dealing with the impacts of strategic and critical materials in industrial preparedness planning.

1. Defining Strategic and Critical Materials

a. Strategic materials are those in which the US is foreign-dependent. That is, there is no known readily available, or adequate US or Canadian source. Some materials in this category have DoD stockpile goals.

b. Critical materials fall under two separate categories, depending on whether they are considered from the contractor's point of view, or that of the Government.

(1) From the Government's viewpoint, critical materials are those the Government knows to be of constrained availability for any

reason. Examples of reasons include inadequate supply, inadequate processing capability, or long lead-times.

(2) From the contractor's viewpoint, critical materials are those not previously recognized by the Government as critical, but which have been determined by the contractor to be inadequately available for any reason.

2. Responsibilities of the Developing Service. During development, identify strategic and critical materials, evaluate and develop alternate materials, and identify initial sources. Assess the appropriateness of material substitutions, scrap reclamation, manufacturing technology, and long lead funding. Include the appropriate provision in development and contracting documents to meet the objectives of reducing dependency on strategic and critical materials. Identify strategic and critical materials in transition planning documents.

3. Responsibilities of the SMCA. Recognize requirements for strategic and critical materials, start long-range planning for sources, recommend alternate material development, and recommend development of alternate designs to identify strategic and critical materials on a continuing basis and develop and implement plans to remedy shortages of strategic and critical materials.

M. MOBILIZATION REQUIREMENTS AGGREGATION

This section describes how to screen and aggregate mobilization requirements for industrial preparedness planning. It applies to all DoD Components having SMCA assigned conventional ammunition mobilization requirements.

1. General Information

a. Mobilization requirements for SMCA items are the key factor in meaningful IPP of the conventional ammunition industrial base.

b. It is essential that mobilization requirements are determined in a logical, consistent manner for near-year and out-year planning. These determinations by the DoD Component must be based on actual near-year and projected out-year M-day mission, phased force structure and weapons system availability.

c. Mobilization requirements and subsequent IPP will be limited to end items and components that are essential to operational effectiveness under combat conditions.

d. Near-year requirements should include only those SMCA items that have been type classified and in LRIP, or will be during the planning year.

e. Out-year projections may include SMCA items not yet type classified but which are reasonably expected to be within the POM period.

2. Mobilization Requirement Concepts

a. The concept on which SMCA mobilization planning is accomplished is that:

(1) All SMCA items meeting the standards and criteria of Section A. will be considered by the using Military Service.

(2) Quantities required, as determined by the using Service, are accurate and support the combat needs of the Service.

(3) Industrial base management for conventional ammunition will be accomplished by the SMCA based on the above data provided by the Military Services and according to other DoD guidance.

b. Critical Item List (CIL) concepts are:

(1) Each Military Service will provide a prioritized listing of SMCA items determined by the Service to be in a critical logistic posture to support operations in a national emergency.

(2) A composite CIL will be maintained by the SMCA.

3. Mobilization Requirement Procedures

a. Procedures for submitting of IPP Mobilization Requirements to the SMCA are as follows:

(1) The DoD Components and agencies should provide the SMCA mobilization requirements, and prioritized CIL to HQ, AMCCOM, ATTN: Industrial Readiness Directorate (AMSMC-IR), Rock Island, IL 61299-6000, by 1 January annually for the following fiscal year planning period.

(2) Requirements are submitted on DD Form 2361, "SMCA Mobilization Movement and Production Requirements" (figure 3-3) or an automated printout displaying the same information. Local reproduction of DD Form 2361 is authorized.

(3) Instructions for filling out the DD Form 2361 are as follows:

(a) Block 1, Nomenclature. Enter complete nomenclature, including model identification numbers.

(b) Block 2, As of Date. Enter the current date of the data.

(c) Block 3, DoDIC, Self-explanatory.

(d) Block 4, NSN. Self-explanatory.

(e) Block 5, Military Service. Self-explanatory.

(f) Block 6, ADL/TDP. Enter number of adequate automated data list or technical data package.

(g) Block 7, Surge Item. Check if the item is likely to require surge production or not.

(h) Block 8, U/Measure. Enter the unit of measurement used in Blocks 9, 10, and 11 entries.

(i) Block 9 is broken down as follows:

1 Block 9(1), Consumption Requirements. Enter anticipated monthly combat consumption for periods shown.

2 Block 9(2), Retail Assets. Enter projected retail assets as of 1 October under QTY ON-HAND. Show how assets are applied against the monthly consumption requirement. Include quantities in substitute DoDICs identified in Block 11a below.

3 Block 9(3), Wholesale Assets. Enter projected wholesale assets as of 1 October under QTY ON-HAND. Show how assets are applied against the monthly consumption requirement. Include quantities in substitute DoDICs identified in Block 11a below.

4 Block 9(4), Required Production. Enter production requirements by month to fully satisfy the remainder of the total requirement. If no production is required during the period shown, provide the level off rate and the month when deliveries from production are needed in Block 11 below.

(j) Block 10 is broken down as follows:

1 Block 10(1), Near-Year D+6 Monthly Rates. Enter the next FY and anticipated requirement quantity per month to support your Service in combat after D+6 months.

2 Block 10(2), Out-Year D+6 Monthly Rates. Enter the POM ending FY and projected requirement quantity per month to support your Service in combat after D+6 months.

(k) Block 11 is broken down as follows:

1 Block 11(a), Remarks, Substitute DoDICs. Enter all the substitute DoDICs considered in constructing the data in Block 9. If none, enter none.

2 Block 11(b), Other Remarks. Self-explanatory.

b. The major HQ responsible for submitting mobilization requirements are as follows:

(1) HQ, Commandant of the Marine Corps.

(2) HQ, Naval Sea Systems Command.

(3) HQ, Naval Air Systems Command.

(4) HQ, Ogden Air Logistics Center.

(5) The SMCA develops Army data. The source of the D+6 Month rates used for the IPP must be approved by the DA for Army rates.

c. Additional information on mobilization requirements reporting:

(1) The "as of" date of the report is October 1 following the December 15 reporting date.

(2) The SMCA shall publish a PBP/PBOS annually.

CHAPTER 4

TECHNICAL DATA AND CONFIGURATION MANAGEMENT

A. CONCEPT OF OPERATIONS

1. Authorities and Responsibilities

a. The Military Services. The Military Services shall:

(1) Retain responsibility for overall configuration management (CM) and control of ammunition developed by them for its life cycle under DoD Directive 5010.19 and Army Regulation 70-37 (also designated Air Force Regulation 65-3 and NAVMATINST 4130.1A).

(2) Retain responsibility for overall quality assurance under DoD Directive 4155.1 for ammunition developed by them for its life cycle.

(3) Make the final decisions on all configuration changes on items developed by them.

b. The SMCA. The SMCA shall participate with the Military Services in configuration control of assigned ammunition.

(1) Configuration control shall be exercised at all levels of the Department of Defense and at Defense/industry interfaces. It shall be based on the functional or product configuration identification appropriate to the management level concerned and to the stages of the Configuration Item (CI) life cycle. All affected activities, such as engineering, logistics, and operations should take part in evaluating proposed changes in the configuration of a CI throughout its life cycle.

(2) The evaluation of each proposed change should include all aspects of the change, including design performance, costs, scheduling, operational effectiveness, logistics, and training. Further, evaluation of changes shall include the relative merit of inventory and production retrofitting compared to operating and supporting more than one configuration.

2. CM Organizations. The organizations set up by each Military Service to act as focal points for CM are as follows:

a. For Army-developed items:

U.S. Army Research, Development and Engineering Center
Engineering Support Directorate (SMCAR-ES (R))
Rock Island, IL 61299-7300

b. For Air Force-developed items:

Ogden Air Logistics Center/MMWRS
Hill AFB, UT 84056

c. For Navy-developed items for NAVSEA use:

Commanding Officer
Naval Weapon Support Center
ATTN: Code 90
Crane, IN 47522

d. For Navy-developed items for NAVAIR use, *except pyrotechnic* items:

Pacific Missile Test Center
Fleet Weapon Engineering Directorate
Point Mugu, CA 93042

e. For Navy-developed pyrotechnic items for NAVAIR use:

Commanding Officer
Naval Weapons Support Center (Code 50)
Crane, IN 47522

f. The U.S. Army Research, Development and Engineering Center shall act as the SMCA focal point for Air Force and Navy ISEAs in matters of configuration control and to receive Air Force and Navy documentation sets needed to perform procurement and maintenance.

3. Developing Service Responsibilities for CI

a. The developing Military Service shall define and maintain the CI.

b. A CI baseline is identified through the use of specifications, drawings, and other controlled technical documents.

c. The following are examples that are under the control of the developing Military Service:

(1) Format of the DP is specified in section B., below.

(2) Approved maintenance and renovation requirement. Format of maintenance and renovation requirements is specified in section C., below.

(3) Standards and specifications for inspection and serviceability classification of the wholesale inventory.

(4) Gage designs.

4. Configuration Control

a. Approvals and Disapprovals. The developing Military Service is the final authority for the approval or disapproval of ECPs. The SMCA, however, may disapprove waiver or deviation requests if these actions have no cost or schedule impacts. The SMCA (SMCAR-ES(R)) shall send all waiver or deviation requests, including those disapproved, to the requiring and developing Military Services. In forwarding these requests, the SMCA shall furnish recommendations and rationale for approval or disapproval to the requiring and developing Military Services.

b. Impact Statements. For ECPs, waivers, and deviations, the SMCA (SMCAR-ES(R)) shall advise the requiring and developing Military Services of the impacts resulting from approval or disapproval on procurement costs and schedules, as well as the impacts on process and maintenance engineering on the wholesale inventory. The information shall include impacts on plants under SMCA management. On common use items, the other using Military Services shall provide any mandatory notations for data cards.

c. Availability of the CMP. Before transition of the procurement function for a CI to the SMCA, the requiring Military Service shall ensure that the CMP is prepared and available to the participants in configuration control. The plan must clearly identify those contractual and configuration management requirements essential to the minimum requirement of the Government.

d. Visibility of Proposals for Joint Usage Items. The developing Military Service shall ensure that all requiring Military Services have the opportunity to accept or reject proposals for specified application.

e. Reconciling Exemptions and Unique Military Service Requirements. Technical exemptions and unique Military Service requirements shall be reconciled by the requiring Military Services so that an efficient program of consolidated procurement can be achieved.

f. Contractual Implementation. The requiring Military Services shall provide the basis of contractual implementation for all configuration management actions.

5. Configuration Status Accounting

a. The Military Services shall specify the configuration identification in their MIPRs.

b. The SMCA will not maintain a permanent TDP file. The Military Service ISEA shall provide TDPs and procedures with each procurement, maintenance, and renovation order. Microfilm aperture cards prepared according to MIL-STD-804B are the preferred medium.

c. The developing Military Service shall retain all authority and responsibility for configuration status and accounting.

d. The requiring Military Service shall:

(1) Specify data item requirements on the MIPR.

(2) Receive and retain the master ADC.

e. For joint usage items, the using Military Services shall be on distribution for copies of the ADC.

6. Configuration Auditing. The developing and requiring Military Services shall retain the authority to conduct required onsite configuration audits of each item or production facility for items being procured or stored for them by the SMCA. Joint user Military Services shall be invited to take part in configuration audits. Section D., below, tells how to plan and conduct configuration audits.

7. Configuration Management Interfaces

a. During procurement, production, and wholesale inventory management, the SMCA takes part in the configuration control responsibility, interfacing with the Navy and the Air Force on evaluating the following:

(1) Class I actions, including urgent ECPs, routine ECPs, critical and urgent waivers or deviations, message form ECPs, and VECPs during current SMCA procurement contracts.

(2) Class II actions, including ECPs, minor waivers, and deviations.

(3) Lot suspensions and restrictions.

(4) Contractor-designed gages and Government gage actions.

(5) Configuration control of joint use items, regardless of procurement activity.

b. If wholesale inventories are affected by a proposed change, the SMCA will be given sufficient information to respond on the impact of the proposed changes.

B. TECHNICAL DATA MANAGEMENT

This section explains policies, procedures, and responsibilities for preparing and using an ADL to procure or LAP conventional ammunition. It also defines the procedure for interchanging engineering DPs among DoD Agencies. The DP is all the material supplied under the ADL or DL for the purpose intended. The individual Military Service commands are responsible for developing internal procedures to accomplish these actions.

1. Technical Data Management Responsibilities

a. The developing Military Service shall:

(1) Provide the DP in the format prescribed in standards in force at the time of preparation. The top document of a DP must be traceable to and identified with the configuration identification documentation under which the item was designed, developed, produced, and accepted. Specifications, drawings, DL or ADL, as applicable, shall be the top documents for configuration items. If the top document is a specification, it shall be developed under MIL-STD-490 or a military specification prepared under DoD 4120.3-M procedures. An equivalent performance document shall be the top document if none of the above procedures are used.

(2) Provide the DP as requested by the requiring or procuring Military Service.

(3) Develop the DP completely enough so that the item can be procured or renovated by the method specified.

(4) Perform all inspections and certifications required by MIL-D-5480E for nondrawing and drawing copies (reproducible) and MIL-M-9868D for microfilmed engineering documents.

b. The requiring Military Service shall, in coordination with the developing Military Service, ensure the ADL/DL and DP are provided to the procuring Military Service.

c. The procuring activity shall include the ADL/DL as an entity in solicitations, contracts, procurement work directives, and maintenance work directives.

d. All technical data shall be supplied in either reproducible form according to MIL-D-5480E for nondrawing and drawing copies (reproducible), on an exception basis, or Diazotype microfilm, Class 2, according to MIL-M-9868D and MIL-STD-804B.

e. Each DoD activity requiring data shall identify the intended use of the data.

(1) A PDP shall contain all drawings, specifications, and supplemental data needed to perform a contracting action.

(2) An RDP is for planning purposes and shall contain drawings and specifications current enough to allow accurate planning.

2. Technical Data Management Procedures

a. The requiring Military Service may recertify a DP or portion thereof being used by the SMCA for current procurement or for production of the identical item in the succeeding FY by so stating on the MIPR or MIPR amendment.

b. All changes to technical data on file with SMCA shall be provided according to MIL-M-9868D, Type II, Class 2, for microfilmed engineering documents.

c. The SMCA shall advise the requiring Military Service if the proposed method of procurement is not identical to the initial ADL/DL and DP. The suspense date for receipt of revised lists and data is negotiated between the SMCA and the requiring Military Service.

d. Although third tier military specifications, commercial specifications, and standards should be cited in listings, they need not be provided on initial release. For those specifications and standards not supplied, one of the following negotiations or an equivalent shall be shown in the lists:

(1) To be obtained from the U.S. Department of Commerce National Technical Information Service, 5285 Port Royal Road, Springfield, VA 22161. If not available, advise the Army Research, Development and Engineering Center, Engineering Support Directorate, ATTN: SMCAR-ES(R)), Rock Island, IL 61299-7300.

(2) Commercial specifications and standards may be obtained from the publisher; they are not available from Government sources.

e. Data provided to the SMCA on an exception basis as not conforming to MIL-M-9868D and MIL-STD-804B shall be confined to changes and lists dated within 60 calendar days of the arrival date specified by the requiring Military Service.

f. The requiring Military Service shall provide an agency list to the SMCA and include the following mandatory information.

(1) The designated agent for list and data certifications. Include the telephone extension.

(2) Mail and teletype address of the agent.

(3) Method of communication on technical data inquiries (letter, telephone, or teletype).

(4) The status accounting point of contact for all CM actions (lists, drawings, technical data, waivers, deviations, ECPs, and similar documents).

(5) The recertification method to be used by the procuring activity.

C. MAINTENANCE TECHNICAL REQUIREMENTS

1. The owning Military Service shall:

a. Fund the developing Military Service for preparing and forwarding technical requirements for both maintenance and preservation and packaging needs peculiar to the owning Military Service's assets.

b. Provide the DMWR as specified in MIL-M-63012 for preservation and packaging actions to the storing Military Service when the assets are received for storage.

c. Negotiate a DMISA with the storing Military Service and provide the technical requirements for maintenance as an appendix to the approved DMISA (see Chapter 8).

2. The developing Military Service shall prepare and forward technical requirements for maintenance and preservation and packaging as requested and funded by the owning Military Service.

D. CONFIGURATION AUDITS

1. Policies for Performing Configuration Audits

a. A PCA may be accomplished onsite by physical examination of the CI or parts thereof (including disassembly) by the developing Military Service or requiring Military Service in coordination with the developing Military Service and by witnessing of the manufacturing and assembly process.

b. An FCA may be accomplished by onsite witnessing or performing PCA functional tests or examining test data by the developing or requiring Military Service.

c. The procuring Military Service, developing Military Service, and requiring Military Service must be informed of the intent to perform an onsite configuration audit by the Military Service performing the audit at least 1 week before the audit.

d. The procuring Military Service must provide access to all software (production procedures, QA procedures and process control data) and available hardware to the developing or requiring Military Service for examination on request.

e. Deficiencies identified during PCAs and FCAs require corrective action within 30 days or a rationale must be submitted by the procuring Military Service to the developing and requiring Military Services explaining why further delay is necessary.

f. Samples pulled by an audit team above the normal QA samples shall be considered part of the total delivered items required by the contract. Cost incurred shall be borne by the Military Service performing the audit.

2. Configuration Audit Procedures

a. The procuring Military Service shall notify the developing and requiring Military Services of intent to begin production or change in status of production at least 1 week before the intended action.

b. If a Military Service intends to conduct an onsite audit, the other Military Services shall be notified at least 1 week before arrival on the site.

c. The Military Service performing the audit may examine both software and hardware. Hardware may not be destroyed without the approval of the requiring Military Service. Any hardware destroyed more than the normal QA samples during examination shall be considered as items delivered on the contract.

d. Written audit reports shall be addressed to the procuring Military Service, with copies to the developing and requiring Military Services.

e. Corrective actions shall be approved by the developing Military Service, the requiring Military Service, and the procuring Military Service before implementation.

E. REPORTING AND INVESTIGATING NONNUCLEAR AMMUNITION MALFUNCTIONS

This section specifies uniform policies and procedures for inter-Service notification and reporting of nonnuclear ammunition malfunctions. It also requires the periodic exchange of data on the status of reclassified material. It applies to all ammunition assigned to the SMCA by DoD Directive 5160.65.

1. Objectives. The objectives of this section are to produce:

a. Timely investigations.

b. Determinations of malfunction causes.

c. Prevention of similar malfunctions.

d. Timely closeouts of malfunction reports.

2. Ammunition Malfunction Classification and Prioritizing

a. Classification. A malfunction is a failure of an ammunition item to function as expected when fired or launched, or functioning of explosive components during a nonfunctional test. Malfunctions do not include accidents or incidents resulting from negligence, malpractice, or fires. However, they do include hangfires, as well as abnormal or premature functioning of explosive ammunition items, warheads, missiles, and rockets under normal handling, maintenance, storage, transportation, and tactical deployment.

(1) Class A malfunctions are those that endanger life, threaten material, or both. That is, they could cause fatalities, serious injury, or destruction of or serious damage to the weapon or launcher under normal training or combat conditions.

(2) Class B malfunctions are all malfunctions other than Class A.

b. Priority Codes. These are numerical designations describing the relative urgency of malfunction investigations.

(1) Priority 1: Hazardous malfunctions resulting in or capable of causing death or injury to personnel.

(2) Priority 2: Malfunctions that prohibit the issue of ammunition by type or in short supply.

(3) Priority 3: Malfunctions resulting in weapon or materiel damage, but not involving deaths or injuries.

(4) Priority 4: Malfunctions that prohibit the issue of ammunition by lot or that require investigation due to reduction in the effectiveness of the ammunition.

3. Responsibilities for Malfunction Investigation and Reporting

a. Preliminary Reporting and Onsite Investigation. The Military Service experiencing the malfunction shall prepare the report and conduct the preliminary onsite investigation using internal Military

Service regulations. Copies of each malfunction report or preliminary onsite investigation report on common use items must be provided to each affected Military Service.

b. Detailed Investigation. The developing Military Service shall conduct the detailed investigation, including onsite investigation, as appropriate. If the item is used in a tactical situation not experienced by the developing Military Service, the Military Service that had the malfunction will assist in the detailed investigation.

c. Funding. The developing Military Services shall fund for investigations on items they developed.

d. Assigning Priorities. The Military Service requesting the investigation shall assign the priority code. Other using Military Services may assign higher priority codes.

e. Malfunction Samples. The Military Service possessing samples, fragments, or other material needed to support a malfunction investigation shall forward them when requested by the investigating Military Service.

f. Investigation Report Requirements. Copies of the final reports on malfunction investigations involving common use items shall be furnished to all affected Military Services. Each report shall contain a recommendation on any restriction to be placed on the use of the item or a material disposition recommendation.

g. Suspension and Release Actions. Refer to Chapter 5, section E., below, for detailed instructions on suspension and release of items.

4. Procedures for Malfunction Reporting and Investigation

a. Distributing the Initial Report. The Military Service experiencing the malfunction sends copies of the initial report to the developing and other using Military Services.

b. Requesting the Investigation. The Military Service requesting an investigation submits a formal written request to the developing Military Service, providing the priority code and all available pertinent information. The requesting Military Service provides information copies of the request to all using Military Services.

c. The Abbreviated Plan of Investigation (APOI). The developing Military Service provides an APOI to the requesting Military Service within 45 days of the request. The APOI must identify test sample requirements and include test descriptions and milestones for accomplishing the investigation.

d. Providing Test Samples. The requesting Military Service sends the required samples to the location specified by the developing Military Service. If test samples have not been received in a reasonable time, the developing Military Service notifies the requesting Military Service. All Military Services shall continually emphasize the importance of retaining all fragments and malfunctioned components for a maximum of 120 days for possible use in the detailed investigation of malfunctions.

e. Investigation Correspondence Requirements. All correspondence relating to a malfunction investigation must list the identification number of both the developing and requesting Military Services.

f. Monthly Status Reports. The developing Military Service provides monthly status reports to the requesting Military Service. The status reports must include such information as test sample receipt, test initiation or percent completion, and anticipated completion date.

g. The Final Report. The developing Military Service provides a final report to the requesting Military Service.

5. Points of Contact for Malfunction Reporting and Investigation

a. Commander
U.S. Army Armament, Munitions,
and Chemical Command
ATTN: AMSMC-QAS(R)
Rock Island, IL 61299

b. Commander
U.S. Army Armament, Munitions,
and Chemical Command
ATTN: AMSMC-DSM-C(D)
Dover, NJ 07801

c. Commander
Naval Sea Systems Command
ATTN: SEA 642
Washington, DC 20362

d. Commander
Naval Air Systems Command
ATTN: AIR 420
Washington, DC 20361

e. Commander
Ogden Air Logistics Center
ATTN: MMWR
Hill Air Force Base, UT 84056

f. Commandant
U.S. Marine Corps
ATTN: LMG
Washington, DC 20380

CHAPTER 5

QUALITY ASSURANCE

A. THE QUALITY ASSURANCE LETTER OF INSTRUCTION (QALI)

1. The Objectives of the QALI. QALIs provide essential requirements and instructions for accepting conventional ammunition contract end items, components, and other associated ammunition materiels. Sufficient uniformity must be employed to ensure the effectiveness of the QA efforts of the Military Service commands and improve the interface of Government and industry producers.

2. Preparing the QALI

a. Military Service commands shall use the format in figure 5-1 to prepare the QALI.

b. Special or extraordinary QALI requirements shall be incorporated in the QALI format (figure 5-1) and shall be identified specifically as special or extraordinary.

c. When MIPRs are initiated for procurement, the arrangements for preparing and issuing the QALI shall be contained in the MIPRs.

3. QALI Preparer. The following organizations are the Military Service commands responsible for ensuring the preparation of QALIs:

a. AMCCOM.

b. Naval Sea Systems Command and Naval Air Systems Command.

c. AD.

d. Ogden Air Logistics Center.

4. Issuing the QALI

a. The following procedures apply to procurements initiated by MIPRs:

(1) A QALI shall be prepared in the figure 5-1 format by the requiring agency or designated representative.

FROM: (Agency) _____

TO: (CAO designated in the contract) _____

SUBJ: QALI (Quality Assurance Letter of Instruction) for
(Product) _____
on Contract (Contract Number) _____
with (Contractor) _____

1. This QALI has been prepared by (Agency) _____
_____

If further information is required, contact (Point of contact within the agency) _____
Telephone _____ or AUTOVON _____

2. Initial actions required are:

a. Acknowledgment of this QALI shall be sent to (Agency) _____ within 15 working days after receipt. Your acknowledgment is an indication that sufficient manpower is available. In your acknowledgment, include any questions or proposed modification to this QALI.

b. Within 30 working days after receipt of this QALI, the QAR shall forward a copy of the completed DD Form 1904 (Contract Review and Planning Document) to (Agency) _____.

3. PQA actions for subject item are to be conducted according to DLAM 8200.1 and the instruction contained therein.

4. QA Post-Award Conference as defined by DLAM 8200.1 (is, is not) requested by (Agency) _____. QA personnel from (Agency) _____ (will, will not) participate in this conference and will provide agenda items, as necessary, to your office for planning purposes before the conference.

5. Mandatory product verification inspection is requested for the following: (To be provided by each Military Service)

a. Identification of characteristics to be inspected or tested.

b. Level of assembly where each characteristic is to be verified.

c. Sampling techniques and sampling plans to be used.

d. Method of verification, including any specific gaging, calibration, or instructions to be used.

Figure 5-1. Format for the QALI.

e. First article or preproduction inspection/test instructions.

f. Production inspection/test instructions.

6. Nonconforming Supplies and Services

a. Contractor's repair procedures are to be submitted to (Agency) for approval before performance or acceptance of material.

b. One of the following two statements shall apply to this paragraph:

(1) Copies of all waiver actions that involve acceptance of minor (Type II) nonconformances are to be provided to _____ _____.

(2) Authority to approve minor (Type II) nonconformances is withheld on this contract.

7. Other Data Submission. Upon completion, one copy each of the following is to be forwarded to (Agency).

a. Corrective actions for methods C, D, and E, when issued and cleared in accordance with DLAM 8200.1.

b. DD Form 1716 (Procurement Package Recommendations/Deficiency Report) prepared in accordance with DLAM 8200.1.

c. Additional special data submissions (if applicable).

8. Item Orientation

a. The material (or item) under contract is an ammunition item composed of _____ _____ that involves _____ _____. Personnel assigned to accomplish the required procurement quality assurance actions shall have basic experience and background knowledge and qualifications in the commodity and manufacturing field described above.

b. The quality element of the CAO is invited to witness the testing of the first article sample and subsequent samples that will be tested at _____. Contact (Agency) _____, ATTN: _____, for additional information and arrangements, if desired.

Figure 5-1 (Con't). Format for the QALI.

c. Orientation and familiarization regarding subject items shall be provided to CAO personnel assigned, if requested. Contact (Agency) _____, ATTN: _____, in that regard.

d. The assigned CAO personnel are invited to visit _____ to observe the use, assembly, inspection, and testing applied to the affected material. Such a visit should be mutually beneficial in establishing personal contact with the first destination user and in providing an exchange of information regarding the interrelated aspects involved and problems encountered or anticipated.
Contact _____, ATTN: _____, for additional information and arrangements, if desired.

Copy to:

(NOTE: If required by the MIPR, forward copy to issuing agency.)

Figure 5-1 (Con't). Format for the QALI.

(2) Either the requiring agency (or designated representative) or the procuring agency, as shown in the letter of designation of contract administration to the Contract Administration Office (CAO), shall issue the QALI to the CAO.

(3) If the QALI is issued by the procuring agency to the CAO, the requiring agency or designated representative shall provide the QALI to the procuring agency within 30 days of notification of contract award. The procuring agency shall issue the QALI to the CAO within 30 days of the letter of delegation of contract administration to the CAO.

(4) If the QALI is issued by the requiring agency or designated representative, the procuring agency shall authorize such issue from the requiring agency or designated representative with the letter of delegation of contract administration to the CAO. The requiring agency or designated representative shall issue the QALI to the CAO. The requiring agency or designated representative shall issue the QALI to the CAO within 30 days of receipt of the letter of delegation of contract administration to the CAO.

b. For a procurement not initiated by a MIPR, a QALI shall be prepared in the figure 5-1 format and issued to the CAO by the procuring agency or designated representative within 30 days of the letter of delegation of contract administration.

B. QA REQUIREMENTS ON MIPRs

This section discusses the specific QA requirements levied by the requiring agency on the procuring agency. Such QA requirements shall be included in the MIPR. These requirements shall identify the level of quality required for all inter-Service procured ammunition. Each requiring and procuring agency is responsible for developing specific procedures to implement this section.

1. Role of the Requiring Agency. The requiring agency shall include or attach QA requirements within or to the MIPR. The requiring agency QA activity shall review each MIPR using the checklist in figure 5-2 before issuing the MIPR.

2. Role of the Procuring Agency. The procuring agency shall acknowledge receipt and acceptance of QA requirements on DD Form 448-2, "Acceptance of MIPR," within 30 days of the date of the MIPR.

C. QA REQUIREMENTS FOR CONTRACTS

This section outlines the procedures for ensuring the definition and adequacy of quality provisions in the solicitation. The individual Military Service commands shall develop specific procedures to implement this section.

ITEM NOMENCLATURE: _____ DRAWING NO(S): _____
NSN (AS APPLICABLE): _____ SPECIFICATION NO(S): _____
EST RATE OF DELIVERY: _____
PREPARED BY: _____ DATE: _____
VERIFIED BY: _____

	Specified		
	YES	NO	REMARKS
1. Has the procurement document been coordinated with the responsible procurement/production, engineering, and other personnel having an input to the quality program?			
2. Are the items being procured adequately described by specification, part name, drawing/part number, model/type number?			
3. Have the appropriate quality provisions and quality clauses been specified covering each item being procured (FAR, Section 46)?			
4. Have additional QA requirements dictated by Military Service peculiar usage been identified and specified clearly and completely?			
5. Have specific inspections and other requirements been identified for inclusion in QALIs by the procuring agency?			
6. Have data requirements, both Government and contractor, been identified and included?			

Figure 5-2. Sample MIPR QAR Checklist.

	Specified		
	YES	NO	REMARKS
7. Has the timeliness of data receipt been stipulated, particularly when requestor coordination is specified?			
8. Have the necessary coordination items been specified clearly such as Class 1 ECPs, waivers, and deviations?			
9. Has a requirement been included for the procuring activity to notify the requestor of reviews, audits, and conferences that the requestor deems appropriate?			
10. Has the QA point of contact of the requestor been identified, and has a requirement for the procuring activity to identify its QA point of contact been included?			

Figure 5-2 (Con't). Sample MIPR QAR Checklist.

1. Quality Provisions in the Solicitation. Basic policy dictates that adequate quality provisions must be included in the solicitation. These provisions may be a part of the technical data or in the solicitation proper. Solicitations shall be reviewed by the requiring Military Service to ensure that adequate quality provisions are included and enforceable. This includes the quality provisions contained in the TDP.

2. Procedures for Ensuring Contracts Contain Adequate Quality Provisions

a. Before initial acquisition with a Government TDP, each Military Service command shall complete and authenticate the checklists shown in figures 5-3, 5-4, and 5-5.

b. Before releasing a solicitation for later or follow-on procurement, each Military Service command shall complete and authenticate the checklist shown in figure 5-6.

c. It is not necessary for all checklists to be reviewed by one particular activity. Use the one required for the necessary function.

d. The review to ensure conformance to some checklist items should be done within approximately 30 days before release of the solicitation. Otherwise, the review will not be effective. Each Military Service's internal procedures shall ensure that those items are identified and the review accomplished just before the solicitation is released.

e. Deficiencies identified during the review shall be documented and corrected. The adequacy of the corrective action shall be ascertained before the solicitation is released.

D. PROCUREMENT-RELATED QA FUNCTIONS

1. Standardization Objectives for QA. This section addresses the QA aspects of procurement and is meant to complement, rather than take the place of, policies and procedures established for procurement and production. The individual Military Service commands shall develop specific procedures to implement this section.

a. The maximum practicable standardization of QA-related methodology should be sought between the following:

(1) The requiring and procuring Military Services.

(2) The procuring Military Service and the CAO.

b. Eliminating significant differences in methodology among the Military Services will improve the contractor's implementation of contract quality provisions.

	YES	NO	COMMENTS
1. Have drawing and specification checklists (figures 5-4 and 5-5) been completed and observations noted?			
2. Has first article been included correctly?			
3. Have appropriate clauses in the FAR, Sections 46 and 52, been required?			
4. Are there special quality tasks that should be included in the documentation?			
5. Have the necessary quality data items been included on the DD Form 1423?			
6. Is there a work effort generating the data required on the DD Form 1423?			
7. Have provisions for inspection/test equipment been specified fully and clearly?			
8. If the lot size is limited by the item specification, is that limitation consistent with the production rate specified?			
9. Has the point for acceptance and inspection been defined clearly for all deliverable items including data?			
10. Have CM provisions been defined fully and correctly?			
11. Have the options provided for in Government specifications been exercised in the solicitation?			

Figure 5-3. Sample Solicitation Checklist.

Are drawings, lists of drawings, and drawing lists complete, current, and accurate as determined by the following:

	YES	NO	COMMENTS
1. Is material defined completely and clearly?			
2. Are processes defined completely and clearly?			
3. Are test requirements cited in specifications/standards clear and appropriate?			
4. If inspections/tests are to be conducted at some level of manufacture or assembly other than the completed drawing item, has that stage been specified clearly?			
5. Are notes clear, concise, and appropriate?			
6. Should the latest approved engineering changes be incorporated? Do they agree with the authorizing documents?			
7. Do drawings conform to the appropriate form and category requirements?			
8. Are Military Standards or Specifications or Industry Standards cited appropriately, defined specifically, and consistent with the item specification?			
9. Are tolerances consistent with actual applications requirements?			

Figure 5-4. Sample Drawing Checklist.

I. Specification is in accordance with |__| MIL-STD 961B |__| MIL-STD 490 |__| Other

II. General Requirements

	YES	NO	REMARKS
1. Is the format and numbering as follows:			
a. 1 - Scope			
b. 2 - Applicable Documents			
c. 3 - Requirements			
d. 4 - QA Provisions			
e. 6 - Notes			
f. 10 - Appendix (and multiples of ten)			
2. Is the content as follows:			
a. Technically oriented?			
b. Explicit?			
c. Are simple words used?			
d. Are short, concise sentences used?			
e. Are compound clauses in sentences used?			
f. Are abbreviations defined in accordance with Cataloging Handbook H6?			
g. Are symbols utilized?			
h. Are proprietary names utilized?			
i. MIL-E-000 utilized not Specification MIL-E-000?			
j. Are "shall," "will," "should," and "may" used properly, as defined in MIL-STD 490 and MIL-STD 961A?			
k. Are paragraphs and subparagraphs identified properly?			

Figure 5-5. Sample Product Specification Checklist.

	YES	NO	REMARKS
l. Is underlining utilized?			
m. When there are extensive cross-references within specification, has a table been prepared?			
n. Are figures, tables, graphs, pictures, etc., an integral part of the specification? Are they titled?			
o. Are foldouts avoided?			
p. Are footnotes avoided?			
q. Does the specification include cost or other data that properly should be contained in the contract?			
r. Are definitions in Section 6?			
s. Is the security marking in accordance with DoD 5220.22-M?			
t. Are the pages of the specification numbered and dated?			
u. Is the Government or contractor activity identified in accordance with Cataloging Handbook H4?			
v. Are the parts of a two-part specification identified on the title page?			
w. Does the material, product, or service appear in the first part of the specification title?			
x. Are the title modifiers in reverse order and separated by punctuation?			
y. Is the type of specification included above the title?			
z. Is the type of specification prepared on white bond paper suitable for microfilming?			

Figure 5-5 (Con't). Sample Product Specification Checklist.

III. General Requirements for the Sections of a Specification

1. Section 1: Scope
   Is the scope a clear, concise abstract?

	YES	NO	REMARKS

2. Section 2: Format

   Is the format as follows:

   a. Specification
      (1) Federal
      (2) Military
      (3) Other Government activity

   b. Standards
      (1) Federal
      (2) Military
      (3) Other Government activity

   c. Drawings - Number and Title

   d. Other Publications
      (1) Manuals
      (2) Regulations
      (3) Handbooks
      (4) Bulletins
      (5) Etc.

   e. Is each and every document listed herein referenced in the body of the specification?

   f. Are referenced specifications still applicable and current?

3. Section 3: Requirements

   a. Are the essential requirements and descriptions that apply to performance, design, reliability, personnel, subsystem, etc., of the item, material, or process covered by this specification?

Figure 5-5 (Con't). Sample Product Specification Checklist.

	YES	NO	REMARKS

b. Are these requirements the minimum acceptable, realistic, and attainable?

c. Are the following requirements specified adequately?
   (1) Definition
   (2) Characteristics
   (3) Performance characteristics
   (4) Physical characteristics
   (5) Protective coating
   (6) Reliability
   (7) Maintainability
   (8) Environmental conditions
   (9) Transportability
   (10) Design and construction
   (11) Material
   (12) Toxicity
   (13) Electromagnetic radiation
   (14) Product markings
   (15) Workmanship
   (16) Interchangeability
   (17) Safety
   (18) Human engineering
   (19) Documentation
   (20) Logistics
   (21) Personnel and training
   (22) Characteristics of subsystems
   (23) Precedence
   (24) Qualification (verification and/or validation)
   (25) Standard Sample
   (26) First Article

4. Section 4: QA Provisions

   a. Has the responsibility for inspection been specified properly?

Figure 5-5 (Con't). Sample Product Specification Checklist.

	YES	NO	REMARKS
b. If provision is made for first article test, are rejection criteria for the test quantities specified?			
c. Do the quality conformance inspection and tests include the following?			
(1) Paragraph defining lot formation?			
(2) An examinations paragraph?			
(3) A systematic classification of critical, major, and minor defects as defined in MIL-STD 109, and an appropriate inspection method for each?			
(4) Testing and test methods paragraphs?			
(5) Are there provisions for verification inspection especially for critical and major defects 100 percent inspected visually?			
(6) Are acceptance and rejection criteria specified for all classified defects and for all tests?			
(7) Have group AQLs been assigned properly?			
(8) Are AQLs assigned consistent with specified performance requirements?			
d. Has the responsibility for design, maintenance, and approval of inspection equipment been addressed?			

Figure 5-5 (Con't). Sample Product Specification Checklist.

	YES	NO	REMARKS
e. Does the specification refer unnecessarily to other documents?			
f. Is there a verification of each requirement in Sections III and V included in this section?			
5. Section 5: Preparation for Delivery			
a. Is this a product specification? NOTE: If answer is negative, proceed to the next section.			
b. Is preservation, packaging, packing, and marking required?			
c. Are detailed requirements included by referencing applicable specifications and standards?			
6. Section 6: Notes			
Are the following items covered in this section?			
(1) Intended use			
(2) Ordering data			
(3) First article			
(4) Standard sample			
(5) Definitions			
(6) Cross-reference of classification			
(7) Miscellaneous			
7. Section 7: Appendix			
a. Is there a requirement for an appendix?			

Figure 5-5 (Con't). Sample Product Specification Checklist.

	YES	NO	REMARKS
b. Is there sufficient reference in the body of the specification to the data in the appendix?			
c. Is the appendix in the following format? (1) Scope (2) Heading (3) Reference			
d. Is this specification of sufficient length to require an index?			

Figure 5-5 (Con't). Sample Product Specification Checklist.

ITEM NOMENCLATURE: _____ DRAWING NO(S): _____
NSN (AS APPLICABLE): _____ SPECIFICATION NO(S): _____
EST RATE OF DELIVERY: _____
PREPARED BY: _____ DATE: _____
VERIFIED BY: _____

	YES	NO	REMARKS
1. Has first article been included correctly?			
2. Have appropriate clauses in the FAR, Sections 46 and 52, been required?			
3. Are there special quality tasks that should be included in the documentation?			
4. Have the necessary quality data items been included on the DD Form 1423?			
5. Is there a work effort generating the data required on the DD Form 1423?			
6. Have provisions relative to inspection/test equipment been specified fully and clearly?			
7. If the lot size is limited by the item specification, is that limitation consistent with the production rate specified?			
8. Has the point for acceptance hand inspection been defined clearly for all deliverable items including data?			
9. Have CM provisions been defined fully and correctly?			

Figure 5-6. Sample Reprocurement Checklist.

ITEM NOMENCLATURE: _____ DRAWING NO(S): _____
NSN (AS APPLICABLE): _____ SPECIFICATION NO(S): _____
EST RATE OF DELIVERY: _____
PREPARED BY: _____ DATE: _____
VERIFIED BY: _____

	YES	NO	REMARKS
10. Have the options provided for in Government specifications been exercised in the solicitation?			
11. Should the latest approved engineering changes be incorporated? Do they agree with the authorizing documents?			
12. Are Military Standards or Specifications or Industry Standards cited appropriately, defined specifically, and consistent with the item specification?			
13. If subject to security classification, is classification according to current requirements? Are downgrading and espionage notations indicated?			

Figure 5-6 (Con't). Sample Reprocurement Checklist.

2. Policies for PQA

a. The procuring Military Services shall minimize product quality problems through the proper use of QA management techniques for procurement. These techniques include surveys, conferences, and other QA procedures specified in this manual.

b. The requirements and definitions in the FAR are the basic framework for conducting PQA.

c. When one Military Service performs the procurement function for another, the requiring Military Service must be invited to participate in the conferences and other QA activities mentioned above (subsection A.4.).

d. The requiring Military Service may request the activities mentioned above (subsection A.4.).

3. Methods of Ensuring PQA

a. The Preaward Surveys (PAS)

(1) The principal contracting officer (PCO), considering the desires of the requiring Military Service, may request the CAO to perform a PAS or any portion of a PAS. The request is based on the PCO's determination that not enough information is available to assess the capability of a prospective contractor in such areas as experience, operational controls, technical equipment, QA skills, and others.

(2) The Military Services may designate a representative to take part in and help with the survey.

b. The Postaward Orientation Conference/Postaward QA Conference

(1) The postaward orientation conference may cover all elements of contract administration or any element individually, such as QA.

(2) The PCO, Acquisition or Program Manager, contractor, CAO, or requiring Military Service may request and take part in these conferences. This is especially important when the item is being produced by the contractor for the first time, when difficulties were experienced in previous procurements of the items, or there is a high risk of failure due to such factors as item complexity, urgent delivery schedule, or technological considerations. The FAR, Subpart 42.5, provides guidance and information on these conferences.

(3) Postaward conferences shall be held as soon as possible after the contract is awarded, if analysis of the contract or other information, such as PAS results, shows existing or potential problems that may affect performance. They also may be held when the contractor requests a conference.

(4) Whenever possible, the postaward QA conference shall be held along with the postaward orientation conference.

c. Other Conferences, Surveys, Audits, and Reviews. The procuring Military Service shall invite the requiring Military Service to take part in all quality-associated activities.

4. DoD and Military QA. For additional QA information and guidance, refer to the following:

a. MIL-STD 1167B, "Ammunition Data Card."

b. Department of the Army Supply Bulletin 742-1, "Ammunition Surveillance Procedures."

E. INDUSTRIAL AND WHOLESALE INVENTORY OPERATIONS

This section explains how QA applies to the wholesale inventory. It states the general requirements for QA and surveillance of storage, maintenance, preservation and packaging, and demilitarization and disposal operations. The instructions apply to the SMCA-assigned conventional ammunition industrial and wholesale inventories. The individual Military Service commands are responsible for developing specific procedures to implement this section.

1. Inventory QA Policies

a. The SMCA Quality Focal Point. The AMCCOM Product Assurance Directorate is the SMCA quality focal point for all quality matters pertaining to the wholesale inventory. All queries, instructions, and quality requirements shall be directed to the Product Assurance Directorate. The SMCA quality focal point shall issue all instructions to the storage activities, except for Air Force and Navy suspension and restriction notices that shall be distributed directly from these Military Services to the storage activity.

b. Identifying Quality Requirements. The SMCA shall apply the quality requirements, including the inspection and test procedures, of the CM Military Service or the primary using Military Service when the CM Military Service no longer uses materiel involved. Any additional owning Military Service requirements that exceed those specified by the CM Military Service shall be applied by the SMCA on a reimbursable

(cross-servicing) basis. This permits the SMCA storage facilities to use one inspection and test procedure (that of the CMS or primary using Military Service, as applicable) to satisfy QA requirements for the inventory of materiel owned by more than one Military Service. Using one inspection and test procedure greatly reduces the manpower and cost compared to maintaining records and performing separate inspections and tests to satisfy each of the owning Military Services' separate requirements.

c. What to Do If Military Service Inspection Procedures Do Not Exist or Are Inadequate. After confirming the absence of inspection procedures for CM Military Service or Military Service-owned items, the SMCA shall apply SB 742-1, "Ammunition Surveillance Procedures," until standard procedures are developed. If Military Service procedures do not meet SB 742-1 safety-in-storage procedures, both will be used.

d. Destructive Tests and Sample Sizes. The SMCA shall perform destructive tests on Military Service-owned items only when authorized specifically by the Military Services. The Military Services recognize that routine visual inspections (receipt, cyclic, and pre-issue, as defined in SB 742-1) essentially are follow-on inspections, normally requiring only small sample sizes since the materiel has already had an acceptance inspection at the time of manufacture. Accordingly, for economical quality determinations for Military Service-developed items, the Military Services will try to limit their designated sample sizes to those shown in SB 742-1.

e. Condition Codes. The SMCA and the Military Services shall use the condition codes in Chapter 7, "Supply," to condition code Military Service assets.

f. Records and Reports. The SMCA shall use Army administrative record keeping and reporting procedures. A Depot Surveillance Record (DSR) Card shall be prepared for each lot on hand. A copy of each Quality Deficiency Report (QDR) and Ammunition Condition Report (ACR) shall be provided the Military Services by the SMCA. The SMCA shall also provide each Military Service a mechanized quarterly serviceability report containing all lots owned by the Service and the condition code, year of manufacture, and defect data for each lot by storage location. For each lot shipped to a Service customer (other than the Army), a copy of the DSR and the ADC shall be furnished to the customer by the shipping installation. To provide uniformity for the automated system, the computerized DSR cards, DA Form 3022-R, "Army Depot Surveillance Record" or equivalent AF TO Form 15, "Ammunition Serviceability and Location Record" reflecting lot surveillance history must include, as a minimum, all inspections, maintenance and monitoring actions, suspension restrictions, statement of condition encountered, actions taken, and assignment of condition codes. Under remarks, the annotations will include dates of actions, inspector's initials and any references to directed actions other than routine.

g. Military Service In-House Tests. Military Services conducting in-house tests shall request samples from the SMCA's supply and transportation elements for moving the material. Stockpile reliability test results shall be furnished to the SMCA. The SMCA shall ensure that the Military Services are provided a copy of stockpile reliability reports issued by the Army.

h. Planning and Forecasting Test Requirements. The Military Services and the SMCA shall confer at least annually to review the quality program and decide on projected annual test requirements. The Navy shall provide Quality Evaluation Test forecasts for RSS&I purposes in December of each year.

i. Financial Management. Financial management of inspections and tests shall be according to MIPR procedures. Refer to Chapter 6, section D., for detailed instructions.

j. Reporting Field Malfunctions. For field malfunction reporting, refer to Joint Military Service Document NAVMATINST 8025.1.

k. Identification of Items in the Wholesale Inventory. Each Military Service shall provide the SMCA a listing of items by nomenclature, NSN, and DoDIC (if applicable) for each item of issue in the wholesale inventory for which it is the configuration manager.

l. Mutual Support Between the Military Services and the SMCA. The Military Services and the SMCA shall be responsive to the needs of each other, providing needed guidance and support in a timely manner. The SMCA and the Military Services shall designate and exchange focal points and points of contact.

m. Security Assistance Shipments. Storage activities responsible for making a security assistance shipment shall coordinate with the owning Military Service initiating or directing the shipment for specific inspection requirements and clearance authorization. One copy of the ADC for each lot must accompany the shipment (see section H below) and one additional copy for each lot shall be mailed in accordance with DoD 5105.38-M.

2. Inventory QA Procedures

a. Storage Inspections and Tests. In the absence of inspection procedures for CM Military Service or Military Service-owned items, storage activities shall apply SB 742-1 procedures. The owning Military Service may ask for additional inspections above those specified by the CM Military Service or SB 742-1 subject to reimbursement. The following procedures apply to the specific kinds of inspections and tests:

(1) Receipt, Periodic, Preissue, Preservation and Packaging, Maintenance, Demilitarization, and Disposal Inspections. Inspection requirements shall be furnished by the owning Military Service to the SMCA, who will place the requirements on the storage activity. Destructive testing shall be performed only when specified by the owning Military Service.

(2) Military Service Unique Test Requirements. The owning Military Service shall notify the SMCA quality focal point to select samples and test or ship for Military Service unique test requirements of life cycle stockpile reliability testing. Test results and reports shall be shared with other using Military Services.

(3) Depot Function Testing (Destructive). The owning Military Service shall furnish test requirements to the SMCA who shall place the requirements on the storage activity. The SMCA shall coordinate the selection of lots for testing under the centralized test program. Storage activities shall conduct the tests and furnish the findings to the SMCA. The SMCA shall furnish a copy of each test report to the owning Military Service. Destructive testing shall be performed only when specified by the owning Military Service.

b. Deficiency Reporting Procedures

(1) Storage activities shall initiate and provide QDRs on unsatisfactory new material to the SMCA quality focal point for corrective action according to AR 702-7. The SMCA shall furnish a copy to, and keep the owning Military Service informed of, corrective actions on a timely basis.

(2) Storage activities shall initiate and provide ACRs on unserviceable materiel requiring maintenance or demilitarization to the SMCA, who will provide the ACR to the owning Military Service for disposition.

c. Suspension and Restriction Procedures

(1) Storage activities shall apply temporary suspension or restriction notices to wholesale inventory items, regardless of initiating Military Service or materiel ownership.

(2) If an owning Military Service does not concur in another Military Service's suspension or restriction action, a written notice must be furnished to the SMCA, who will fulfill the owning Military Service's requirements.

(3) When suspensions or restrictions are received from more than one Military Service on a specific item or lot, the notice from the Military Service owning the affected materiel will take precedence.

(4) When a conflict is noted between the different Military Services' disposition instructions, a written report of inconsistencies shall be furnished by the storing activity to the Military Service(s) and SMCA.

(5) Each item or lot shall be released only on an ownership basis on receipt of a release notice from the Military Service having ownership. A release notice from one Military Service shall not be applied to the same item or lot(s) in an ownership account of another Military Service.

(6) The application of release notices as shown above permits each Military Service the latitude of qualifying a release. Also, it prohibits the issue of materiel to the field or fleet before receipt of a release notice. (Army release notices are not received by Navy or Air Force retail units; Navy and Air Force release notices are not received by Army retail units.)

(7) The SMCA shall not permit removal of a suspension notice indicating materiel to be unsafe to store or move pending resolution by higher authority. If disagreements cannot be resolved, the SMCA shall refer the matter to the DDESB for resolution.

d. Quality Assessments

(1) The Military Services may perform item-oriented quality assessments. The Military Services must coordinate with the SMCA, who will coordinate with the storage activity to arrange for the visit. The SMCA may accompany the Military Service. The Military Services recognize visits may sometimes have to be deferred due to operational problems or other considerations.

(2) The SMCA may conduct coordinated visits to the Military Services' quality assessment activities. The SMCA must coordinate with the Military Service's designated focal point, who will arrange for the visit. The SMCA recognizes visits may sometimes have to be deferred due to operational problems or other considerations.

F. LAP OPERATIONS

This section standardizes QA activities for LAP operations at GOGO and GOCO facilities. The procedures apply to the procurement of conventional ammunition assigned to the SMCA. The individual Military Service commands shall develop specific procedures to implement this section.

1. QA Responsibilities in the GOCO or GOGO Plant (LAP). The contractor (GOCO) or responsible elements of the GOGO shall perform those inspections of classifications of characteristics and those tests listed in the technical documentation. The Government element shall perform procurement QA in accordance with the FAR, Section 46.

2. Who Provides QA Requirements? The developing Military Service shall provide the QA requirements for the life cycle of the material to the requiring Military Service. The requiring Military Service shall furnish the QA provisions in the technical documentation or the MIPRs, including special inspection requirements.

3. QA Responsibilities of the Procuring Military Service. The procuring Military Service QA element shall provide direction on the necessary actions by the Government QA element (normally AAP personnel) for verification of LAP material conformance to the requiring Military Service MIPRs. The procuring Military Service QA element shall ensure compliance with the special inspection requirements provided by the requiring Military Service. QALIs are subject to challenge, based on plant experience, to the procuring Military Service QA element. The requiring Military Service shall make the final decision and provide its rationale.

4. Suspension and Restriction of Material (Condition Code Assignment and Use). Suspension and restriction of material shall be accomplished according to existing directives and the procuring Military Service shall be the focal point for such actions. When applicable, the requiring Military Service shall provide direction to the procuring Military Service regarding the material.

5. Quality Deficiency Reporting. QDRs (SF 368) are used to report quality deficiency data. The procuring Military Service shall use the procedures and format in DoD Directive 4155.1 for reporting quality deficiency data. The procuring Military Service shall coordinate with and provide advance copies of QDRs to the requiring Military Service. When applicable, the requiring Military Service shall provide disposition instructions and recommended corrective action.

6. First Article, Acceptance, and Ballistic Testing. The contractor (GOCO) or the responsible elements of the GOGO shall ensure accomplishment of all first article, lot acceptance, and ballistic testing. The Government QA element shall monitor the system and verify, as required. Coordination of the testing and final acceptance shall be made by the procuring Military Service QA element, based on test reports.

7. In-Process Inspection and Testing Equipment. The contractor (GOCO) or the responsible elements of the GOGO shall design and acquire in-process inspection and testing equipment. Exceptions must be cited in the technical documentation or MIPR by the requiring Military Service.

8. Mandatory Process Control Requirements. Any mandatory process control requirements shall be stated in the technical documentation. When applicable, certified personnel requirements for special processes (such as plating, soldering, or welding) shall be stated in the MIPR.

9. Quality Inspection and Audits. The requiring Military Service may request audits according to DoD Directives and the FAR. The procuring Military Service shall encourage participation by the requiring Military Service in their audits and provide audit results to the requiring Military Service.

10. Reporting and Feedback of Quality Data. When quality data is requested by the requiring Military Service, the requirement for quality data reporting shall be stated in the MIPR.

11. Configuration Control of Waivers, Deviations, and ECPs. The LAP plant shall submit each request for waiver, deviation, or ECP according to MIL-STD 481 to the procuring Military Service, with a copy to the requiring Military Service ISEA. The ISEA shall coordinate within its Military Service and with the procuring Military Service. The ISEA shall provide comments, recommendations, and disposition (approval or disapproval) to the procuring Military Service, which will notify the contractor of disposition.

G. ACCEPTANCE TEST AND INSPECTION EQUIPMENT

This section outlines procedures for using acceptance test and inspection equipment to ensure ammunition quality during the procurement, production, maintenance, and surveillance functions of the wholesale inventory phases of its life cycle. Each DoD activity with responsibilities in this section shall develop specific procedures to implement them.

1. Development and Procurement Policies

a. The Military Service with overall CM responsibility for an ammunition item determines the necessity for and specifies special test and inspection equipment to verify and assess the quality requirements of the ammunition item during production, procurement, maintenance, and surveillance functions of the wholesale inventory phase.

b. Changes to the specified special test and inspection equipment used to verify and assess the requirements of ammunition items require concurrence of the Military Service with overall CM responsibility for the ammunition.

c. The Military Service having overall CM responsibility shall provide necessary acceptance test and inspection equipment information to the procuring Military Service. If the requiring Military Service is not the Military Service having CM, the information shall be provided to the requiring Military Service.

d. The procuring Military Service is responsible for procurement, calibration, inventory control, and storage of special test and inspection equipment to support procurement, production, maintenance, and surveillance functions in the wholesale inventory.

e. The developing Military Service is responsible for design and design approval for special test and inspection equipment.

f. Records and Reports. The SMCA shall use Army administrative record keeping and reporting procedures. A depot Surveillance Record (DSR) Card shall be prepared for each lot on hand. A copy of each Quality Deficiency Report (QDR) and Ammunition Condition Report (ACR) shall be provided the Services by the SMCA. The SMCA shall also provide each Service a mechanized quarterly serviceability report containing all lots owned by the Service and the condition code, year of manufacture, and defect data for each lot by storage location. For each lot shipped to a Service customer (other than the Army), a copy of the DSR and the ADC will be furnished to the customer by the shipping installation. In order to provide uniformity for the automated system, the computerized DSR cards, DD Form 3022-R or equivalent AF TO Form 15, reflecting lot surveillance history must include, as a minimum, all inspections, maintenance and monitoring actions, suspension/restrictions, statement of conditions encountered, actions taken and assignment of condition codes. Under remarks, the annotations will include dates of actions, inspector's initials and any references to directed action other than routine.

2. Special Test and Inspection Equipment Procedures. Special test and inspection equipment required for contractor or loading and maintenance activity use shall be identified; provisions for its acquisition, calibration, maintenance, and final disposition shall be spelled out in the contract, load order, or MIPR.

a. When the requiring, procuring, and CM Military Services are the same and special test and inspection equipment is required for contractor or load activity use or specific provisions apply to standard test and inspection equipment, the technical agent of the CM Military Service shall instruct the procurement agent of the requirement or specific provisions before solicitation for the product.

b. When the requiring and CM Military Services are the same, but the procuring Military Service is different, the requiring Military Service shall furnish the procuring Military Service via the ordering MIPR all the requirements for special test and inspection equipment and specific provisions applicable to standard test and inspection equipment.

c. When the requiring Military Service is other than the procurement Military Service and CM Military Service, the CM Military Service shall furnish the requiring Military Service, along with the TDP, all the requirements for special test and inspection for the MIPR to be sent to the procuring Military Service.

d. When the requiring Military Service is other than the Military Service having overall CM responsibilities for the product, and the requiring Military Service desires to modify the quality provisions (including a requirement for special test and inspection equipment), the

requiring Military Service shall obtain concurrence from the Military Service responsible for CM of the product.

3. Calibration, Certification, Maintenance, and Disposition of Test and Inspection Equipment. The requiring Military Service shall submit, along with each MIPR, all requirements for acquisition, use, calibration, certification, maintenance, and final disposition of all test and inspection equipment. Each MIPR shall also include all requirements for test and inspection equipment to be specified in the QALI according to section A., above.

4. Review and Update of Special Test and Inspection Equipment. The requiring Military Service shall furnish to the CM Military Service its projected ammunition requirements for the review and update of special test and inspection equipment requirements. Based on the CM Military Service estimate, the procuring Military Service shall fund the CM Military Service (from requiring Military Service procurement funds) for the review and update of special test and inspection equipment needed to support pending procurement.

5. Determining Who Certifies Special Test and Inspection Equipment. The requiring Military Service shall specify in the MIPR the activity to perform certification of special test and inspection equipment. The procuring Military Service shall include a contract clause requiring the special test and inspection equipment produced to be submitted for certification to the activity specified in the MIPR.

6. Related DoD and Military Service Guidance. For additional policies and procedures for QA acceptance test and inspection equipment, refer to:

a. MIL-STD 1167B, "Ammunition Data Card."

b. DA SB 742-1, "Ammunition Surveillance Procedures."

H. ADCs

1. Mandatory Use of the ADC

a. Military Standard 1167B, as supplemented by the JOCG MOU on ADCs, December 7, 1976, states that the standard has been approved by the DoD and is mandatory for use by the Departments of the Army, Navy, and Air Force.

b. An ADC for items of assembly and items of issue shall accompany each lot and serially numbered item of ammunition to its destination, whether within a Military Service, to another Military Service, or to another contractor. There are no exceptions, according to MIL-STD 1167B, paragraph 3.2. This policy also applies to FMS shipments of ammunition.

c. The requirements for ADCs shall be incorporated in ammunition procurement contracts on DD Form 1423, "Contract Data Requirements List."

2. Distribution of the ADC. One copy of each ADC shall be provided to the master file of the Military Service concerned, as follows:

a. U.S. Army Activities worldwide:

(1) Commander
U.S. Army Armament, Munitions, and Chemical Command
ATTN: AMSMC-QAD(R)
Rock Island, IL 61299-6000

(2) Commander
Ballistic Research Laboratory
ATTN: AMSBR-XSG
Aberdeen Proving Ground, MD 21005

b. U.S. Navy and U.S. Marine Corps Activities worldwide:

(1) Commander
Naval Sea Systems Command (NAVAM Pro Eng Cen)
Naval Weapons Support Center
Crane, IN 47522

(2) Commander
Naval Weapons Station
Concord, CA 94520

c. U.S. Air Force Activities worldwide:

Commander
Ogden Air Logisitics Center
ATTN: MMWRA
Hill Air Force Base, UT 84056

d. Each Military Service may supplement the minimum distribution requirements to suit its needs.

I. QA CONTRACT REQUIREMENTS

This section specifies standard procedures for the requiring Military Service to submit QA contract requirements to the SMCA. Each DoD activity with responsibilities herein shall develop specific procedures for implementation.

1. Specifying QA Contract Requirements. The requiring Military Service shall specify QA contract requirements not identified in the technical documentation, but considered necessary by the requiring Military Service to control the product quality to the configuration

identity. These requirements either shall be included in the MIPR, attached to the technical documentation, or provided in separate correspondence to the SMCA product assurance element before initiation of AMSAR FL 87, October 1, 1973, or equivalent.

2. Processing QA Contract Requirements. The SMCA product assurance element shall, on request of the SMCA logistics engineering element, provide these QA contract requirements, along with those extracted from the review of the applicable technical documentation. The SMCA logistics engineering element shall consolidate the QA contract requirements from other SMCA elements and send them to the SMCA PCO for inclusion in the solicitation package.

3. Advising the Requiring Military Service. The SMCA product assurance element shall provide a copy of AMSAR FL 87, or equivalent, along with enclosures, to the requiring Military Service technical activity at the time of submittal to the SMCA logistics engineering element.

4. Requiring Military Service Comments. The requiring Military Service shall provide comments on the data provided to the SMCA product assurance element within 5 working days after receipt of the AMSAR FL 87, or equivalent. Comments received from the requiring Military Service by the SMCA product assurance element shall be provided to the PCO for incorporating in the solicitation.

J. FIRST ARTICLE AND PRODUCTION ACCEPTANCE TESTING CAPABILITY

Each Military Service shall maintain its existing first article acceptance testing (FAAT) and production acceptance testing facilities. If a Military Service plans to disestablish such a testing capability, it shall coordinate the disestablishment with the SMCA. A capability includes facilities, expertise, and software. Production acceptance testing should be accomplished in existing Military Service Test facilities, including development or stockpile testing, when practicable. When existing facilities in the developing Service are inadequate to support full scale production testing, the SMCA should be responsible for subject funding and facilitization. However, the developing Service is responsible for identifying the requirements and providing appropriate data at the yearly R&D reviews held by the Services to allow the SMCA to include the facilitization requirement in the planning and budget process.

1. Determining the Testing Requirement. The developing Military Service shall determine the test capability required for FAAT and production acceptance testing of its developed items.

2. Specify the Testing Requirement. All FAAT and production acceptance test capability requirements shall be specified in the MIPR by the requiring Military Service.

3. What to Do When a Test Capability is No Longer Needed. If the developing or requiring Military Service determines that a particular test capability will no longer be required by them and no longer made available for later procurements, the SMCA and the Military Service having that capability shall be advised. A coordinated plan for phase down of the work load of the test capability or the retention or disestablishment of the capability shall be established.

4. Responsible Military Service Commands. The following Military Service Commands are responsible for identifying the capability for FAAT and production acceptance testing:

a. U.S. Army Armament, Munitions, and Chemical Command.

b. Naval Sea Systems Command.

c. Armament Division.

d. Ogden Air Logistics Center.

K. SUSPENSION INFORMATION AFFECTING RETAIL ASSETS

1. Information Provided by the SMCA. The SMCA shall provide wholesale inventory data on the quantity and location for each suspended lot to the developing Military Service.

2. Suspension of Ammunition Common to Another Military Service. For suspension of Military Service-developed ammunition common to another Military Service, the ICP of each using Military Service shall furnish the quantity and location of each suspended lot to the developing Military Service. For assets held by multiple services, SMCA will ensure that all owning Services are aware of material suspensions. Owning Services will check against stock records to assess impact on asset readiness.

3. Suspension of All Other Ammunition. For all other suspensions, each Military Service shall notify the SMCA when the impact of a suspension could require coordination and appropriate action to support retail assets.

4. Where to Send Suspension Data. Send suspension data, as appropriate, to the following Military Service organizations:

a. Army-developed items: AMCCOM (AMSMC-QAS(R)).

b. Air Force-developed items: Ogden Air Logistics Center (MMWRA).

c. Navy-developed items:

(1) NAVSEA cognizance - NAVAMPROENGCEN.

(2) NAVAIR cognizance for pyrotechnics - NAVWPNSUPPCEN, Crane.

(3) Other NAVAIR cognizance - PMTC, Point Mugu.

L. SERVICEABILITY REPORTING

The following information applies to the wholesale inventory of conventional ammunition items assigned to the SMCA and to non-SMCA items stored in CONUS Army depots and plants.

1. Serviceability Reporting Systems

a. The U.S. Army WARS Serviceability Module is the logistics management information system for serviceability reporting of conventional ammunition stored in CONUS Army depots and plants.

b. The AMC system is the vehicle for establishing and maintaining installation or base operations level surveillance accounts at the Army depots, Crane Army Ammunition Activity, Hawthorne Army Ammunition Plant, and McAlester Army Ammunition Plant.

c. The system provides a summary level report of the conventional ammunition lot accounts on a quarterly basis to the WARS data bank at AMCCOM. That data bank is the source of the Quarterly Serviceability Report to each Military Service, as defined in AR 700-22.

d. Each of the Military Services has established an interface point and system to receive its Quarterly Serviceability Report from the SMCA. These are as follows:

(1) Army: Quality Assurance Directorate, HQ, AMCCOM, Rock Island, IL 61299-6000 (Quality Assurance Life Cycle System).

(2) Navy: Naval Weapons Quality Engineering Center, Naval Weapons Support Center, Crane, IN 47522 (Quality Engineering System).

(3) Marine Corps: Commandant, U.S. Marine Corps (Code LMG), Washington, DC 20380 (Quality Assurance Operations).

(4) Air Force: Air Munitions Division, Materiel Management Directorate, Ogden ALC, Hill AFB, UT 84056 (DO 34A, Special Support, Stock Control, and Distribution System).

2. Responsibilities for Serviceability Reporting

a. The WARS Manager, AMCCOM, ATTN: AMSMC-JS (R), Rock Island Arsenal, IL 61299-6000, is responsible for the system management as defined in AR 700-22, including direction, coordination, and control of such overall systems' performance as receipt, evaluation, and determination of action on systems change proposals.

b. The Associate WARS Manager for the Serviceability Module AMCCOM, ATTN: AMSMC-QAS(R), Rock Island, IL 61299-6000, is responsible for system compliance, performance, reporting of incidents and progress reports on reporting organizations' performance, data management, input processing, compliance with prescribed output media specifications, and delivery dates for the Serviceability Module.

c. The organizations in paragraph L.1.d., above, are responsible for receipt, evaluation, and application of data, including the development of internal Military Service reports and the coordination and control of related efforts. They shall interface with the Associate WARS Manager on the Serviceability Module at least quarterly on receipt of the quarterly reports, or more frequently as necessary, to ensure an effective interface is being maintained. Proposals on the serviceability reports shall be submitted by them in writing for evaluation by the Associate WARS Manager for the Serviceability Module and final determination by the WARS Manager.

3. Serviceability Reporting Media and Distribution

a. Tape and hard copy media are available to each of the designated Military Service activities. The designated Military Service activities may decide to receive either tape or hard copy, or both. If the hard copy is desired, the number of copies is at the option of the designated Military Service activity.

b. The following represents the current tape options in effect, including the track and binary BPI specifications required for compatibility with the installed systems at the designated activities. The QA reports in the media specified shall be provided to the designated activities no later than the end of the month following the close of the reporting quarter.

Designated Activity	Media
Commander U.S. Army Armament, Munitions, and Chemical Command ATTN: AMSMC-QAS(R) Rock Island, IL 61299-6000	One tape-format IBM 360/ 365, 9 track 1600 BPI, and three copies of hard copy report.
Commandant HQ, U.S. Marine Corps ATTN: LM Washington, DC 20380	One tape-format IBM 360/ 365, 9 track 1600 BPI, and three copies of hard copy report.
Commander Ogden Air Logistics Center ATTN: MMWD Hill Air Force Base, UT 84056	One tape-formatted to 7 track, 556 BPI, and two copies of hard copy report.

Commander Naval Weapons Support Center ATTN: Code 3023 Crane, IN 47522	One tape-format IBM 360/ 365, 9 track 1600 BPI.

c. The standard tape format for Army, Navy, and Marine Corps requirements is shown in figure 5-7, below. The special tape format for the Air Force to achieve compatibility with DO 34A is shown in figure 5-8, below.

1-3	Depot/Command Code (WARS)	69-74	4th Defect Code
4-6	B-14 (AMCCOM)	75	Type Storage
7	Q	76	Sec. Class.
8-11	DoDIC	77-88	1st LOT Number (Component Lot)
12-15	Federal Stock Class	89-90	Date of Manufacture (Year)
16-24	National Item Identification Number	91-92	Component Code Number
25-40	LOT Number	93-104	2nd LOT Number
41	Condition Code	105-106	Date of Manufacture (Year)
42-43	Date of Manufacture (Year)	107-108	Component ID Code
44-50	Quantity	109	Blank
51-56	1st Defect Code	110	Blank
57-62	2nd Defect Code	111	Ownership Code
63-68	3rd Defect Code	112-160	Blank

Figure 5-7. Standard Tape Format for Army, Navy, and Marine Corps (9 Track 1600 BPI).

1-3	Depot/Command Code (600-800 Series WARS)	61-66	2nd Defect Code
4-6	RIC FG5 (AF)	67-72	3rd Defect Code
7-8	QA (Type Card)	73-78	4th Defect Code
9-12	DoDIC	79-90	1st LOT Number (Component Lot)
13-16	Federal Stock Class	91-92	Date of Manufacture (Year)
17-25	National Item Identification Number	93-94	Component ID Code
26-41	LOT Number	95-106	2nd LOT Number
42	Condition Code	107-108	Year of Manufacture
43	Transaction Code	109-110	Component ID Code
44-47	Date of Manufacture, Year - Month	111-119	Blank
48-54	Quantity	120	Record Mark
55-60	1st Defect Code		

Figure 5-8. Air Force Tape Format (7 Track 556 BPI).

CHAPTER 6

CONVENTIONAL AMMUNITION ACQUISITION

A. GENERAL ACQUISITION POLICIES AND GUIDELINES

1. Purpose and Scope. This chapter establishes general policies and procedures for coordinating acquisition planning. It also addresses processing Military Interdepartmental Purchase Requests (MIPRs) wthin the SMCA. It applies to all Government agencies who process requests for conventional ammunition (as defined in DoD Directive 5160.65) through the SMCA.

NOTE: All references to the different types of customer requests, i.e., Purchase Orders, shall be hereafter referred to as MIPRs, except when otherwise addressed for explanation or emphasis.

2. Acquisition Policies. The FAR with DoD FAR Supplement, is the governing acquisition regulation that replaced the Defense Acquisition Regulation and states general contracting policies for procuring of conventional ammunition by the SMCA.

a. If there are conflicts between this chapter and the FAR, the FAR with DoD FAR Supplement shall apply.

b. Advance acquisition plans are prepared with the assistance of Military Services. In this connection, the Military Services shall endeavor to:

(1) Prevent acquisition of unnecessary data, services or materiel, and ensure the acquisition of required items in time to serve their intended purposes.

(2) Construct customer required delivery dates (according to DD Form 2358) to allow sufficient lead time for delivery of end items into customer accounts. SMCA provided lead times are based on realistic, fact of life procurement lead times (per item) as noted in the procurement lead time block of DD Form 2358.

(3) Provide funds and requirements to the SMCA according to established schedules and identify any special requirements when submitting acquisition planning documents or MIPRs to the SMCA.

c. The PCO should be advised prior to visits to COCO and GOCO facilities. The Production Manager should be advised prior to visits to GOGO facilities. Only the PCO (or the authorized PCO representative) has the authority to make commitments/obligations to the contractor. Recommendations for changes of any type that may affect, or that may be perceived to affect, the contractual relationship between the Government and the contractor MUST be processed and contractually implemented by the SMCA PCO.

3. Acquisition Planning and Coordinating Concept

a. The SMCA uses planning information submitted by the customer to determine the number of producers required to support production and production base requirements, to plan for out-year acquisition, and to plan for acquisition of items scheduled for transition in later fiscal years. Information such as pricing history, required quantities, suggested sources of supply/services, budgetary information, and mobilization base requirements are essential.

b. Once the SMCA has consolidated, developed, and formalized the acquisition plan, copies shall be furnished to the Services. Service coordination of the developed acquisition plan may be undertaken by the resident liaison officers.

B. ACQUISITION PLANNING (DD FORM 2358)

This section identifies the responsibilities and explains the procedure for exchanging acquisition planning data and budget submissions between the customer and SMCA. It describes the Conventional Ammunition Acquisition Plan (CAAP), DD Form 2358 (figure 6-1), and explains its use. These planning procedures apply to the planning and budgeting activities of the Services.

NOTE: Before preparing and submitting DD Form 2358 to SMCA, the customer shall coordinate with other Services to determine if customer requirements can be supported by stock transfer. If another Service agrees to support such requirements, submission of DD Form 2358 will NOT be required.

1. How to Fill Out the DD Form 2358. The following instructions briefly describe the entries for each block of the DD Form 2358. The customer fills out blocks 1. through 15., part of block 19., and block 20. The SMCA completes blocks 16. through 18., part of block 19., and blocks 21. through 35., and part of block 19. The DD Form 2358 may be locally produced.

CONVENTIONAL AMMUNITION ACQUISITION PLAN

1. SUBMISSION DATE *(YYMMDD)*			REPORT CONTROL SYMBOL MIL (AR)1684	
2 CUSTOMER	3. POM PERIOD	4. BUDGET LEVEL	5. STANDARD STUDY NUMBER	6. SERVICE CODE NUMBER
7 CONTROL NUMBERS			8. TDP AVAILABILITY	
a ASSIGNED *(Prior FY)*	b. ASSIGNED *(Current FY)*	c. ASSIGNED *(Budget FY)*	a. DATE *(YYMMDD)*	b. SOURCE
9 DODIC	10. NSN	11. NOMENCLATURE	12. MODEL NUMBER	13. UNIT OF MEASURE

	a. PRIOR FY	b. CURRENT FY	c. BUDGET FY	d. 1st FY	e. 2nd FY	f. 3rd FY	g. 4th FY	h. 5th FY
14 QUANTITY								
15 RISK			(1) HIGH (2) LOW (3) MODERATE	(1) HIGH (2) LOW (3) MODERATE	(1) HIGH (2) LOW (3) MODERATE			
16. UNIT PRICE (S or N)								
17. ESTIMATED TOTAL COST *(Millions)*								
18 SOURCE								

19 DESIRED DELIVERY SCHEDULE *(BUDGET OR 1ST POM FY)*

MONTH	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
FY ____												
FY ____												
FY ____												

20 REMARKS

21 ACQUIRING AGENCY	22. CONTROL NUMBER *(For Subsequent FY)*	23. TRANSITION DATE	24. MINIMUM PROCUREMENT QUANTITY *(MPQ)*	25. MINIMUM SUSTAINING RATE *(Units per month)*	26. MAXIMUM PRODUCTION RATE *(Monthly)*	
27. UNIT PACK / 28. PALLET PACK	29. LEADTIME: a. ADMIN / b. PDN	30. IN PRODUCTION: a. W/OPTION / b. W/O OPTION	31. MPQ *(Total Buy Each FY)*: a. YES / b. NO	32. DELIVERY SCHEDULE: a. APPROVED / b. SEE CHANGE	33. DATE FUNDS REQUIRED	

34 DRAWING NUMBERS	35. REMARKS
a ROUND	
b INTERPACK	
c OUTERPACK	
d PALLET DATA	
e OTHER	

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Page of pages

Figure 6-1. 6-3

Table 6-1

Instructions for Completing DD Form 2358, "Conventional Ammunition Acquisition Plan"

a. Block 1. - Submission Date:	Self-explanatory.
b. Block 2. - Customer:	Self-explanatory.
c. Block 3. - POM Period:	Indicate POM period being covered; that is, the 5 program years.
d. Block 4. - Budget Level:	Level of funding covered: The customer may use this block to identify funding level used in construction of the program.
e. Block 5. - Standard Study Number:	SSN (optional).
f. Block 6. - Service Code Number:	Military Service Code Number -- for internal use by the customer to aid in item identification. Use is optional.
g. Block 7. - Control Numbers:	Enter control number previously cited by the SMCA where the quantities have not changed.
(1) Block 8.a.:	Assigned control number for prior FY. Applicable to December 15 submission only.
(2) Block 8.b.:	Assigned control number for current FY.
(3) Block 8.c.:	Assigned control number for budget FY.
h. Block 8. - TDP availability:	Anticipated date (block a.) of data package availability of execution next FY program and the developing agency (block b.).

i.	Block 9. - DoDIC:	Department of Defense Identification Code. (If not available, use temporarily assigned DoDIC or leave blank and explain in block 20., Remarks).
j.	Block 10. - NSN:	(If NSN is not available, show the FSC Code and explain in block 20., Remarks).
k.	Block 11. - Nomenclature:	Show complete item name in sufficient detail to identify properly the requested item.
l.	Block 12. - Model Number:	Show model number of requested item. If item is being improved or modified and improved model is requested, show the X model number or model number with E interfix.
m.	Block 13. - Unit of Measure:	Show Unit of Materiel Management Code (DoD 5000.17-M) that applies to requested quantities in block 14., such as EA (each), RO (roll), SH (sheet), and the like.
n.	Block 14. - Quantity:	Show quantity requested or required under each FY. Relate to unit of measure identified in block 13. Do not round off and do not use multiple units such as hundreds or thousands.
o.	Block 15. - Risk:	For the budget FY and the 2 subsequent FYs, identify degree of risk, as defined in subsection B.3., below, by placing an "X" in the appropriate block. FYs are identified according to table 6-2.

Table 6-2.

	FY REQUIREMENT QUANTITIES	
Block 15. Headings	Military Service Proposed FYDP Update December 15 (83)	Military Service Approved POM Update May 1 (84)
Prior FY	FY 83	FY 84
Current FY	FY 84	FY 85
Budget FY	FY 85	FY 86
1st FY	FYDP 1	POM 1
2d FY	FYDP 2	POM 2
3d FY	FYDP 3	POM 3
4th FY	FYDP 4	POM 4
5th FY	FYDP 5	POM 5

p. Block 16. - Unit Price (S/N): The SMCA will show Unit Price in dollars and cents for each year that a requirement is shown. An "S" indicates the price is standard. An "N" indicates the price is not standard.

q. Block 17. - Estimated Total Cost (Millions): The SMCA will show total program costs for each year a requirement is shown. Costs will be shown in millions of dollars, rounded to three decimal places.

r. Block 18. - Source: The SMCA shall complete this block using one of the following:

RP - Retention of inventory or sale from procurement.

CP - Customer unique item, sale from procurement (not stocked or purchased for Army).

RS - Retention of inventory; sale from stock; and replace in kind.

RM - Replacement and modernization of Army inventory - major item sales. Item sold from inventory requires replacement with modern version of same basic model or acceptable substitute item against same AAO in requirements computation.

AM - Augmentation and modernization of Army inventory (major items sales to non-FMS customer when replacement is not required within requirements of the FYDP in effect at the time of sale.)

NOTE: Leave blank if required quantity is available from Army stock on a nonreimbursable or a trade basis. Include appropriate remarks in block 35.

s. Block 19. - Desired Delivery Schedule: The customer shall show the desired delivery schedule for the budget FY (December 15 submission) or for the 1st FY of the POM (1 May submission). The SMCA shall approve the schedule, by annotating block 32., or modify block 19. schedule, as appropriate.

t. Block 20. - Remarks: This block shall be used by the customer to identify any special information related to the requirements, such as:

(1) Special technical data.

(2) Comments regarding availability/certification of the data package.

(3) Identification of Transportation Packaging Order.

(4) Planned application of Service-owned assets against Service type MIPRs.

(5) Comments regarding the inflexibility of the desired delivery schedule.

(6) The part number of the required item when one stock number applies to more than one part number.

(7) Special packing, packaging, and palletizing provisions.

u.	Block 21. - Acquiring Agency:	Identifies the SMCA or other agency that is currently managing the item.
v.	Block 22. - Control Number:	Assigned by the SMCA.
w.	Block 23. - Transition Date:	Date item recently has transitioned or is scheduled for transition to SMCA control.
x.	Block 24. - Minimum Procurement Quantity:	MPQ.
y.	Block 25. - Minimum Sustaining Rate:	MSR shown in units per months.
z.	Block 26. - Maximum Production Rate:	Maximum monthly production rate for peacetime operations using the existing Production Base producers.
aa.	Block 27. - Unit Pack:	Number of units per unit pack.
ab.	Block 28. - Pallet Pack:	Number of units or number of unit packs per pallet.
ac.	Block 29. - Lead time:	Required procurement lead time, as required by blocks 29a. and 29b.
ad.	Block 30. - In Production:	Enter "Yes" or "No," as appropriate under w/opt (with option) or w/o opt (without option). For example, if an item is in production without contract options, enter "No" under w/opt and "Yes" under w/o opt.
ae.	Block 31. - MPQ (Total Buy Each FY)	Determine if the total of all customer orders for each FY is greater than the MPQ cited in block 24. Check "Yes" or "No," and explain as necessary in block 35.

af. Block 32. - Delivery Schedule: Indicate if the delivery schedule as shown in block 19. is approved, or annotate the required changes in block 19. as necesary.

ag. Block 33. - Date Funds Required: Indicate the date the MIPR must be received by to meet the requested, approved, or modified delivery schedule.

ah. Block 34. - Drawing Numbers: Current drawing numbers for requested NSN or Model number. This block is to be completed by the SMCA only as specifically requested by the customer:

(1) Block a. - Round

(2) Block b. - Interpack

(3) Block c. - Outerpack

(4) Block d. - Pallet data

(5) Block e. - Other, such as alternate pallet configurations, top drawing number, etc.

ai. Block 35. - Remarks: This block may be used to identify any special information related to the requirement, such as:

(1) Reason for adjustment in desired delivery schedule.

(2) Requirements for additional technical information.

(3) Comments regarding previously coordinated actions affecting minor changes, such as rounding to nearest unit pack.

(4) Identification of opportunities to coordinate customer programs through adjustment to bring about more economical buys.

2. Planning Acquisition of Transitioned Items to Support Service Requirements

a. Customers shall initiate a DD Form 2358 for each item of conventional ammunition planned for acquisition and state the level of risk, associated with funding, for the budget year and the following 2 fiscal years using one of the following categories:

(1) Low Risk - The item is a requirement for which there is little or no doubt the funding will be received.

(2) Moderate Risk - The item is a requirement for which there is a 50/50 change of receiving funds.

(3) High Risk - The item is a requirement for which funding is questionable.

b. Customers shall prepare DD Form 2358 twice each year and mail it to the following SMCA address:

Commander
U.S. Army Armament, Munitions
and Chemical Command
ATTN: AMSMC-DSD-PS
Rock Island, IL 61299-6000

Changes to the President's Budget shall be sent to the SMCA by 10 August. These forms reflect the FYDP input proposed by each customer. The other submission shall be sent to the SMCA by 1 May or as soon thereafter as possible, reflecting the Service approved POM. The latest submission shall reflect the risk assessment (as defined above) for the budget year and following 2 fiscal years.

c. The SMCA shall complete appropriate portions of the DD Form 2358 and return it to the customers within 30 days of the date received.

d. The SMCA shall aggregate all Service requirements submitted on the DD Form 2358 and publish a consolidated list within 15 days after return of the 1 May submission to the customers. This list shall show levels of risk assigned by the Services, standard prices for the next fiscal year, and the POM prices for the following 2 years.

e. The SMCA shall provide (in writing as soon as possible) any information that may have impact upon customers' planned acquisition or deliveries. Updated data shall be provided in at least the following situations:

(1) Production problems that may cause program slippage.

(2) Product Improvement Programs (PIPs) that cause program slippage.

(3) Changes in the planned acquisition of one or more customers that will affect out year programs. The SMCA shall include the magnitude of the change, out year acquisition plans of the customers involved (if known), and the minimum procurement quantity (MPQ) of the item.

(4) Development of a backlog in deliveries, for any reason, that could prevent delivery of requested items within the funded delivery period.

(5) Any decision that affects the production base, such as closing a line after completing a production run, or a one-time or final buy of components.

(6) Any other situation that impacts the customer's ability to justify an item in their budget for the budget year, such as slippage of type classification date.

(7) When customer requirements are being held for additional funds or other funding problems, such as lack of matching funds or obligation authority.

f. For each budget yea, the SMCA shall assign a control number in blocks 7 and 22 of each DD Form 2358 received; and, a suffix code will be added to the control number, by the SMCA, on all subsequent submissions of the form. The customer shall cite this number when later requirements are submitted.

g. Customers shall cite the SMCA assigned control number on the front page of initial MIPRs. This signifies that the price and availability data have been furnished by the SMCA.

h. The SMCA shall develop budget support documents (P-21, P-22, P-22a, and P-24) and furnish them to the customer with the DD Form 2358 package.

i. To assist in advance planning and to develop standard prices for items not in production, customers will submit "as is" DL/ADL, pricing history, and data packages upon request of the SMCA.

j. Customers may submit unfunded planning MIPRs after receiving DD Form 2358 providing price and availability. Planning MIPRs must cite the control number assigned to the DD Form 2358.

3. Planning Acquisition of Items to be Transitioned During the Budget Year. Refer to Chapter 2 of this manual for information concerning transition planning.

4. Pricing Concepts for Procurement by the SMCA

a. The financial mechanism used by the SMCA to procure conventional ammunition for the Services is the CAWCF (see section F., below). The CAWCF uses two pricing concepts, a standard price and a nonstandard (actual cost incurred) price.

(1) The standard price is based on the following policies:

(a) Standard prices shall be used to budget for and execute Procurement Appropriation programs for all the Services for ammunition end items and components procured through the CAWCF.

(b) Standard prices, including all applicable surcharges, shall be developed by the SMCA.

(c) Standard price is defined as the unit price for a given ammunition item (developed by the CAWCF) for the apportionment hearing. It is subject to adjustment only for cost variances of 10 percent or more before acceptance of the order. Authorized adjustments after acceptance of the order are discussed in subparagraph B.4.a.(d), below. The SMCA shall publish the CAWCF standard price list within 15 days after returning the 1 May DD Form 2358 submission to the customers reflecting the standard prices of items and components for the following fiscal year.

(d) The standard price at which the order is accepted shall be the unit billing price charged to the Services unless an authorized price adjustment is subsequently made. Authorized price adjustments are based on the following:

1 Costs differing more than 10 percent or one million dollars, from estimates based on the standard prices, shall trigger a review and the Services shall be notified. The review shall result in a management decision to either absorb the variance in the CAWCF or adjust the price, except that funds that exceed the 10 percent or one million dollars may be withdrawn by the Service.

2 Customer-directed changes that trigger variations of 5 percent are also the basis for review and possible revision of the standard price.

(e) Standard prices, as quoted by the SMCA and subject to any adjustments defined in subparagraph B.4.a.(d), above, shall become the unit price for distributing funds from the Services to the CAWCF, except for those adjustments made according to subparagraph B.4.a.(d), above.

(f) Gains or losses to the CAWCF shall be reflected by adjustments to the surcharge in later year prices.

(g) Walk-in orders (requirements not identified in the President's Budget) received from the Services and other Government agencies shall be accepted at standard price. The standard price is determined at the time a price is provided to a customer.

(h) Budget line items shall be accepted by the SMCA during the execution year at the established standard price until 31 July of that year. Any order received on 1 August or later shall be priced and accepted at the next year's standard price.

(i) The SMCA shall attach a complete price breakout to requests for P&A if the new estimated price is more than 10 percent greater than the accumulated inflation indices, since the price quoted on the last request for price and availability. The breakout is to permit customer review and only applies when FY buy quantities are comparable.

(2) The nonstandard (actual cost incurred) price shall apply to:

(a) Items not yet transitioned to the SMCA, LRIP items that are procured by the SMCA FMS items, and coproduction/direct sales items. The nonstandard price shall include the actual cost incurred for procurement, production, and delivery of the end item or component. Standard prices for recently transitioned items shall be set only after an adequate price history has been developed. This usually requires one complete production run of the item.

(b) ILP orders. In addition to the costs identified above, actual costs for ILP orders shall include all other applicable costs such as asset use, unfunded costs, rental, nonrecurring production, RDT&E, DCAA and DCAS charges, and COR QA charges.

b. The standard price shall consist of:

(1) LAP, component, interim transportation for other than one-line items, and support costs, including proof and acceptance and quality assurance established from current contract prices, historical data, and financial files as applicable.

(2) Engineering costs for Army-developed items.

(3) Surcharges. Surcharges shall be set up for each budget for a specific task. Administrative surcharges shall be applied to all items in the CAWCF. These surcharges shall be used to recoup the cost incurred by the CAWCF in performing the specified tasks and shall be

adjusted each year for gain or loss. The loss/gain of each surcharge and the projected surcharge for the following year shall be provided to the Services.

(a) Operating surcharge reflects the gains or losses accumulated each year on LAP and hardware costs in the CAWCF.

(b) Administrative surcharge covers all other related costs, such as maintenance of industrial stocks and packing, crating, and handling associated with manufacturing and delivery; but, headquarters management support functions, are excluded.

(c) The Services shall be involved in the decision for applying surcharges to out-year programs.

5. Submitting Procurement Appropriation Budget Documentation. Service budget submissions shall be coordinated with the SMCA.

6. Unforecast Service Requirements and ILPs

a. Before notifying or providing P&As to the SMCA to support ILPs or FMS cases, the Military owning Service screens its assets to determine if the requirement can be satisfied from organic stocks. The Military Service shall advise the SMCA as soon as possible when an unforecasted requirement develops that cannot be satisfied from Military owning Service stocks. Before sending a MIPR for an unforecast requirement, the customer shall send the SMCA a message or letter requesting price and availability. The request must include at least the following information:

(1) NSN and DoDIC, if known, as well as any other data that will identify the item, such as part number, specification/standard, model number, or nomenclature.

(2) Quantity required.

(3) Country and case designator, if the requirement is for a foreign government.

(4) For items that have not been purchased in recent years, any available information that may help in developing of a price estimate, such as the date of the last contractual action, known production sources, and method of manufacture, etc.

b. The SMCA shall normally provide price and availability information to the customer within 30 days after receiving the request. If unusual circumstances (such as no purchase history available, no known production sources, or no technical data available) preclude a response within 30 days, the SMCA shall give the customer a projected date when the final reply may be expected. If a customer

needs the response to an urgent requirement in less than 30 days, the required date must be stated in the request.

c. The SMCA response to a request for estimated price and availability shall include at least the following information:

(1) NSN and DoDIC.

(2) Quantity.

(3) Country and case designatory, if applicable.

(4) Estimated unit price and pertinent qualifying remarks. If the quantity requested is below MPQ, planning and review data shall be given. This estimate is for planning purposes only and shall not be binding on the U.S. Government. In addition, the following information shall be provided:

(a) An MPQ price.

(b) A date as to when MPQ accumulation is expected to occur and the corresponding price.

(c) Recommended alternatives to satisfy the requirement.

(5) Estimated availability. This is the length of time from receiving the MIPR or requisition until transferring the required item to the customer or shipping the item to the destination.

(6) Appropriate explanatory remarks if price and availability cannot be furnished.

(7) A control number. This is assigned by the SMCA to each requirement in the request. Customers shall cite the control number on the face of the resulting MIPRs or as exception data in the case of MILSTRIP requisitions. Failure to cite the assigned control number may delay the processing of the MIPR or requisition.

(8) Expiration date of price and availability.

d. Price and availability information prepared by the SMCA in response to Air Force price and availability requests shall be sent to OO-ALC/MMWD/PMDM. Information copies shall be sent to HQ, USAF/PRI, and HQ, AFLC ILC/OO. The same routing applies to the notification in subparagraph B.6.c.(4)(b), above, when circumstances preclude response within 30 days.

C. RESPONSIBILITIES FOR PRECISION COMPONENT ACQUISITION

1. The DoD Precision Component Work Loading Center. The HQ, AMCCOM, Precision Component Work Loading Center (AMSMC-IRP ((R)), Rock Island, IL) shall:

a. Approve orders for precision cut and hobbed pinions and gears.

b. Ensure the precision cut and hobbed pinions and gears production base is work loaded according to the objectives of its charter.

2. The Acquiring Agency. The acquiring agency shall:

a. Ensure that requests for proposal, invitations for bid, requests for quotation, and similar initiating documents include the requirement for approving of the DoD Precision Component Work Loading Center before contractors place orders for precision cut and hobbed pinions and gears.

b. Ensure an appropriate clause requiring approval of the DoD Precision Components Work Loading Center is included in contracts before orders are placed for precision cut and hobbed pinions and gears.

D. THE MILITARY INTERDEPARTMENTAL PURCHASE REQUEST. This section describes how the Services and the SMCA process MIPRs.

1. Responsibilities for Processing the MIPR

a. The customer Service shall:

(1) Route incoming AUTODIN transactions to internal managers or directly to ADP systems as appropriate. The AFSC/Armament Division is excluded from this requirement.

(2) Ensure timely submission of shipping instructions on extraordinary requirements that may affect production schedules, to permit the SMCA enough time to coordinate deliveries according to the procedures in subsection D.3. below.

b. The SMCA shall:

(1) Supply documentation to the customer as follows:

(a) MILSCAP shipment performance notice (SPN) sets only for:

1 End items that can be delivered directly to the customer supply account from a commercially owned, commercially operated production facility.

2 Customer requirements that are specifically identified to contract or subcontract line items. These SPN sets shall contain the SMCA contract number in the MILSCAP PJJ card format and show the customer MILSTRIP document number. The PJJ information on shipments will be input in the SMCA computer to provide the SMCA and customers with current production, acceptance, and shipment status.

(b) For items delivered from Government facilities, appropriate MILSTRIP transaction documents shall be provided as materiel is moved resulting from customer MILSTRIP requisitions, either to the ultimate destination or into the customer ownership code in the SMCA field service account.

(2) The SMCA shall maintain an appropriate system of supply status reporting to keep the customer informed of the progress of items being acquired or produced. Monthly reports will be generated as on the end of each month and shall identify priority MIPRs. In addition, the report shall include: requirement schedule, current forecast schedule, quantity made available, and reasons for delays in mutually agreed upon delivery schedule and corrective action taken or required to reconcile the problem(s). Report formats may be in either the manual or ADP format, as agreed on by the SMCA and the customer.

2. How the Customer Prepares and Submits MIPRs

a. The customer shall submit 10 copies of the Purchase Orders/MIPRs to the SMCA. Advanced planning MIPRs shall be prominently marked (in 1/2 inch letters) "ADVANCE MIPR" and should include a statement essentially as follows: "FY ( ) funds apply to this requirement, and no obligation may be incurred until FY ( ) funds availability has been certified." These unfunded Purchase Orders/MIPRs enable the SMCA to accomplish advanced planning and acquisition actions to short of contract award for low risk items. The SMCA shall make every effort to complete all possible short of contract award actions on all low risk items/components for which advanced planning Purchase Orders/MIPRs/DD Form 2358 have been submitted. Each Purchase Order/MIPR must be limited to one item (major end item, component, or material), and when feasible, should total the customer's annual requirements. Exceptions to this general guidance should comply with DOD FAR Supplement 8.7008-1(c). Another exception is when the Service is providing funds for components for renovation; i.e., many lines are acceptable on a MIPR provided that only one NSN is cited. In all cases, block 9 of the MIPR must show that a DoD-wide asset review has been started or completed, as appropriate, to comply with the Defense Utilization Manual. Each MIPR for materiel must include:

(1) Control number and NSN with DoDIC.

(2) Part number, drawing number, or ADL number with Federal Manufacturer's Code.

(3) Nomenclature.

(4) Specifications/standards.

(5) Priority designator.

(6) Shipping instructions.

(7) Quantity. (NOTE: The SMCA shall be promptly notified of all quantity changes that affect the Purchase Order/MIPR.)

(8) Unit price and total dollars.

(9) The date funding is expected at the SMCA, if applicable.

(10) SSN (optional).

(11) Any other information pertinent to the requirement.

b. Amendments submitted to fund advanced MIPRs must include the appropriation, signal, and fund codes.

c. Funded MIPRs submitted to support Service requirements, not previously requested on advanced MIPRs, must use the information required by paragraphs 2.a. and 2.b., above. Urgent funded MIPRs may be submitted via message; however, when this method is used, hard copy Purchase Orders/MIPRs must be forwarded to the SMCA within 30 calendar days. If the requirement is of an urgency that requires use of procedures under FAR 3.302-2, Unusual and Compelling Urgency, complete justification must be provided that conclusively states the consequences if the requirement(s) is not satisfied by a certain date.

d. The procurement lead time, assigned by the SMCA to the particular commodity shall be used when preparing MIPRs, except when required delivery is less than lead time away.

e. When rapid delivery is essential, the MIPR shall be prominently marked in 1/2-inch letters with the word "URGENT" and annotated with MILSTRIP Priority 01 thru 06. Impact assessment and justification must accompany MIPRs, attachment, or amendments (as stated in subparagraph 2.c., above) in order for the SMCA to take appropriate action to expedite the acquisition process according to established procedures.

REQUEST FOR INITIAL OR AMENDED SHIPPING INSTRUCTIONS

1. DATE PREPARED *(YYMMDD)*	2. TYPE REQUEST *(X one)*		REPORT CONTROL SYMBOL MIL(AR)1685
	a. INITIAL (ISI)		
	b. AMENDED (ASI)		

3 TO *(Complete mailing address, including office symbol and ZIP code)*	4. FROM *(Complete mailing address, including office symbol and ZIP code)*

5 MIPR		6. NATIONAL STOCK NUMBER *(Plus DODIC)*	7. NOMENCLATURE	8. CONTRACT	
a. NUMBER	b. LINE ITEM			a. NUMBER	b. LINE ITEM

9 SHIP TO	10. DOCUMENT *(Shipping Directive No.)*	11. ADDRESS CODE *(Ship to)*	12. QUANTITY TO BE SHIPPED	13. PRI	14. RDD	15. CONTROL NUMBER

16 REMARKS	17. DEDUCT FROM *(ASI Only)*
	18. TOTAL DIRECTED THIS REQUEST
	19. TOTAL DIRECTED CONTRACT LINE ITEM
	20. BALANCE LEFT TO DIRECT

DD Form 2352, APR 85

Figure 6-2.
6-19

3. MIPR Shipping Instructions

a. Each MIPR must show at least one MILSTRIP document number for recording shipments or receipts applicable to the MIPR and to facilitate automated billing. If desired distribution instructions are needed on the MIPR, the customer shall provide a separate document number for each destination together with a quantity, supplementary address, and MILSTRIP priority.

b. For FMS and GA items, show a MILSTRIP document number, supplemental address, and quantity. The "In the Clear" address shall be shown if the fourth position of the MILSTRIP document number (Card Column 33) is "zero," or Card Columns 46 and 47 show XW. The FMS case number, consisting of the second and third positions of the document number and the last three positions of the supplementary address, must be shown on all copies of contractual delivery documents.

c. Revised shipping and delivery schedules shall be processed by the customer and the SMCA 40 days before production acceptance. Verbal and message shipping instructions shall be used only in emergency situations and must be confirmed within 5 working days by providing an official shipping instruction or MIPR amendment referring to the informal authorization. Electrical transmission of shipping instructions shall be according to MILSTRIP procedures or sequenced like the DD Form 2352 (figure 6-2). Included are contract and line number. Local reproduction of DD Form 2352 is authorized. The following instructions briefly describe how the customer completes the entries for each block of the DD Form 2352.

Table 6-3. Instructions for Preparing DD Form 2352, "Request for Initial or Amended Shipping Instructions"

(1)	Block 1 - Data Prepared:	Self-explanatory.
(2)	Block 2 - Type Request:	Check applicable block to indicate initial shipping instructions or amended shipping instructions.
(3)	Block 3 - To:	Enter in-the-clear address to which the form is being sent.
(4)	Block 4 - From:	Enter in-the-clear address of initiating activity.
(5)	Block 5 - MIPR:	Enter the MIPR number (block a) and line item (block b) to which the request refers.

(6)	Block 6 - National Stock Number:	Enter the complete 13-digit NSN, plus 4-digit DoDIC.
(7)	Block 7 - Nomenclature:	Enter the nomenclature shown in the MIPR.
(8)	Block 8 - Contract:	Optional. Enter the contract number (block a) and CLIN (block b), if known.
(9)	Block 9 - Ship to:	Enter the in-the-clear address to which the materiel is to be shipped.
(10)	Block 10 - Document:	Enter the 14-digit shipping directive number.
(11)	Block 11 - Address Code:	Enter the address code to which the materiel is to be shipped.
(12)	Block 12 - Quantity To Be Shipped:	Self-explanatory.
(13)	Block 13 - PRI:	Enter the assigned Issue Priority Designator consistent with the Force/Activity Designator and the urgency of need designator.
(14)	Block 14 - RDD:	Enter the numeric calendar day of the year in which the materiel or item is required at destination (RDD).
(15)	Block 15 - Control	Enter the eight-digit control number contracted as follows: (a) Last five digits of MIPR number. (b) Two-digit serial number applicable to shipping directives issued against this MIPR. (c) One letter alphabetical character to indicate number of line on this particular ASI or ISI.

(16)	Block 16 - Remarks:	Self-explanatory.
(17)	Block 17 - Deduct From:	Enter the document number from which this quantity is to be deducted (ASI only).
(18)	Block 18 - Total Directed This Request:	Indicate the total quantities being directed on ASI or ISI.
(19)	Block 19 - Total Directed Contract Line Item:	Indicate quantity directed against this MIPR line item to date.
(20)	Block 20 - Balance Left to Direct:	Indicate quantity against this MIPR line that has not been directed. (This block normally should be -0-.)

4. Acquisition Support to the International Logistics Program (ILP)

a. Acquisition to support any ILP requirement, either FMS or GA, shall be accomplished by separate MIPRs. Structure and format of these MIPRs will comply with this section and clearly identify the MIPR as an ILP order. These MIPRs represent purchases for foreign governments and normally contain special instructions relating to processing, packaging, and delivery. Additionally, the funding provisions on these MIPRs represent agreements made between the U.S. Government and the country involved. They permit very limited variation in execution. If price increases are required, the time for response must be extended to permit coordination and acceptance by the country. ILP requirements should be consolidated for the same item on one MIPR submission per year. If this is impractical, increases in quantity may be accomplished by MIPR amendment, providing such action is acceptable to the SMCA. If a MIPR amendment is not acceptable, the customer must submit a new MIPR.

b. The SMCA will accept ILP MIPRs from customers in accordance with DoD 7290.3-M. If the SMCA must give a qualified acceptance because of design instability or anticipated production difficulties, the SMCA will accept the MIPR at the best possible estimated cost. Whenever possible, the SMCA will set prices before the start of actual production to minimize the number of price adjustments and later renegotiation of prices with the FMS customer.

c. Requests for price and availability information shall specify that materiel is required for a foreign government. Reference to the request must be made on the resulting MIPR for all non-U.S. Government

requirements to allow the SMCA to identify the unfunded, indirect, and nonrecurring costs (DoDD 2140.2) that are properly "chargeable to non-Federal Government (FMS) customers."

5. Submitting Technical Information

a. The customer shall, in coordination with the Developing Agency, ensure delivery of DL/ADL and technical data packages to the SMCA, at least 7 months prior to the planned obligation (for the long lead time component) in order to facilitate SOA processing early on for the execution year beginning the following 1 October. If this procedure is not possible, the customer should complete block 8 on DD Form 2358. It should be understood that late receipt of technical information may result in a corresponding delay of contract award. The customer can recertify a data package or portion thereof being used by the SMCA for current acquisition or for production of the identical item in the succeeding FY by a statement to that effect on the MIPR or MIPR amendment. Chapter 4, contains recertification procedures.

b. The AMCCOM Engineering Support Directorates shall establish and maintain a due-in/receipt record for DL/ADL and data packages.

(1) If the SMCA has not received DL/ADL and technical data package within 30 days of the required date, the delivery schedule on the MIPR acceptance document will be subject to renegotiation.

(2) The SMCA will return funded Purchase Orders/MIPRs to the customer if DL/ADL and technical data packages are not received within 120 days of MIPR acceptance, unless other formal agreement is reached.

c. Customers shall submit DL/ADL and technical data packages to:

Commander
U.S. Army Armament, Munitions and Chemical Command
ATTN: SMCAR-ESC-R
Rock Island, IL 61299-6000

6. Acceptance of MIPRs. Within 10 days of receiving a MIPR or MIPR amendment, the SMCA shall formally accept or reject the MIPR by preparing a DD Form 448-2. If this time limit cannot be met, the SMCA shall inform the customer of the reason for the delay and of the anticipated date the MIPR will be accepted. When accepted, the completed DD Form 448-2 is the authority to start acquisition action. The SMCA remains responsible for the MIPR, although that agency may break the MIPR into segments for actions among other contracting activities.

a. If the customer-required delivery schedule on urgent MIPRs cannot be met, the SMCA shall inform the customer immediately by electrical transmission of the reason for the delay and the anticipated revised delivery date. The SMCA shall follow up this action with a revised DD Form 448-2.

b. Nonstandard price items. If, after acceptance, the price cannot be maintained, the SMCA must coordinate with the customer. When the SMCA requires additional funds to complete acquisition, the request for additional funds must identify the exact item involved, number of items that can be acquired within existing funds, the reasons why additional funds are required, and the date additional funds are required. Reasons or rationale for additional funding shall include (as applicable) direct labor increases, overhead increases, and material increases. If the requested funds are urgently required, the reason shall be specified to provide the customer with justification for special handling of the increase. The customer shall, within the time specified, provide such funds by preparing an amendment to the MIPR or advise that quantitative requirements must be reduced. The customer shall advise the SMCA if a delay in furnishing the required additional funds is encountered and forecast the date actions will be completed. The SMCA shall not commit, obligate, or expend funds against a customer MIPR that would exceed the total funds committed on the MIPR without prior written approval and subsequent MIPR amendment through the office managing the MIPR.

c. The SMCA shall not deviate from the requirements of the MIPR without prior written approval of the customer.

d. The cutoff date for funded MIPR acceptance at the standard price for the execution year is 31 July. Funded MIPRs received after that date shall be accepted using the next year's standard price, pending receipt of a MIPR amendment from the customer. Customers must prominently mark all MIPRs citing expiring funds with the statements "EXPIRING FUNDS." Obligation required prior to (date)," using 1/2 inch letters. The SMCA will only accept those MIPRs on which funds can be obligated within the life of the expiring appropriation. If there is a possibility funds will not be placed on contract by the SMCA (prior to expiration), the SMCA must notify the customer 180 days before the expiration date of the funds, if possible. Each 30 days thereafter, the SMCA shall provide the customer updated status until the funds have been obligated by the SMCA or withdrawn by the customer.

7. Citation of MIPR and MILSTRIP Document Number. All contract modifications and related documentation resulting from MIPRs shall cite the MIPR number and MILSTRIP document numbers, as applicable.

8. Distribution of Contracts. The SMCA shall provide copies of the solicitations, contracts, and modifications to the customer as specified in the MIPR.

9. Changes to or Termination of the MIPR

a. Significant changes that affect the content of a MIPR must be processed as formal MIPR amendments using the DD Form 448 series. These

include changes in quantity, price, funds, NSN, part or drawing number, specification, delivery schedule(s), and engineering changes. When a MIPR acceptance document DD Form 448-2 reflects a delivery in the "Remarks" column different from that requested by the customer, the delivery schedule on the acceptance document shall be the official delivery schedule unless the customer processes a request for delivery schedule change within 30 days after receiving the acceptance document. If the customer accepts the new delivery schedule, the customer will make internal distribution of the acceptance document and no other formal MIPR amendment need be processed.

b. If an unforeseen situation develops that may impact the original MIPR acceptance delivery schedule, the SMCA shall immediately notify the customer. When provided, the revised DD Form 448-2 shall state specific reasons for the schedule change and indicate when the customer requirements may be satisfied. The revised DD Form 448-2 shall be prominently marked, "SCHEDULE CHANGE." If the SMCA does not receive comments from the customer rejecting the revised schedule within 30 days of receiving of the DD Form 448-2, the new schedule will be deemed acceptable. If comments are received, every effort shall be made by SMCA to resolve the differences.

c. No formal MIPR amendments are required for nontechnical minor or administrative changes, such as shipping destination or clarifications of item description or component identities. The applicability, form (message, letter, ADP formats), specific handling, and distribution for these actions shall be as agreed between the SMCA and customer offices managing MIPRs. These actions will be linked to each MIPR and line item and sequentially numbered in a series separate from the formal amendments. They do not require acceptance, and they will not be acknowledged unless specifically requested. Priority instructions may be telephoned but must be confirmed immediately in writing.

d. If all or any part of the item requested in the MIPR is to be cancelled, the customer shall notify the SMCA and include the desired effective date of termination. The SMCA shall notify the customer of the quantity of items available for termination and the estimated termination costs. Upon receiving this information, the customer should determine the feasibility of termination and notify the SMCA as soon as possible. If termination is accomplished, the customer shall submit an amendment to the MIPR to complete the action. Contractually obligated funds may not be withdrawn until the termination is finalized. Funds may, however, be progressively reduced with the authorization of the SMCA. The SMCA shall deobligate reimbursable obligation immediately, adjust for any termination cost, and identify funds for withdrawal by revised MIPR acceptance.

10. MIPR Reviews. MIPR reviews shall be conducted between the customer and the SMCA. The reviews are normally scheduled semiannually by the SMCA but may be rescheduled by agreement of both agencies. The

reviews shall include the status of each program and as a minimum the following: funding, delivery/production schedules, currer anticipated problems, billing and payments, and program projections. he customer shall initiate and the SMCA will accept adjusting amendments agreed to in the reviews as near concurrent with the meeting as practical. Action agencies shall expedite all required processing actions. The SMCA and the customer will alternate hosting MIPR reviews whenever possible.

11. Billings

a. For new acquisitions, interfund billings showing constructive delivery shall be accomplished within 7 days after the item is issued from the CAWCF RIC location. Billings for both advance and progress payment requests are done by using an SF 1080, "Voucher for Transfers Between Appropriations and/or Funds," that has been authorized by DoD for CAWCF use. Advanced and progress billing shall be made by the CAWCF as required to finance work in process and shall be identified as such. Billing for services requested by customers, such as engineering studies, will briefly describe the costs for materials, services, and other expenses.

b. For orders delivered from stock and FY 81 and prior year orders, an SF 1080 billing showing constructive delivery will be accomplished within 30 days.

12. Central Points of Contact. The SMCA and each customer shall establish a central MIPR management office to act as the central management office on all matters relating to MIPRs. Many elements within the SMCA and customer organizations establish the decisions and courses of action on programs, funding, scheduling, billing, deliveries,and everyday problems. However, the MIPR management office shall act as the focal point for customer relations and necessary liaison. They shall transact all matters pertaining to MIPRs between the SMCA and the customer. Communications affecting MIPRs and amendments forwarded or received by the offices managing the MIPRs shall be considered official when coordinated between the customer and the SMCA.

13. Special Provisions

a. Quality Assurance Requirements. The customer must identify quality assurance requirements according to Chapter 5, Section B, Quality Assurance.

b. Security Requirements. The customer shall include specific physical or documentation security requirements in the MIPR when either is different from that normally applied to the item by the SMCA.

c. Safety Requirements. The customer shall provide specific safety requirements when different from those the SMCA normally applies to the item and for customer peculiar items on major component safety

data statements when the MIPR is initiated in accordance with Chapter 11.

d. Other Than Full and Open Competition. Should the customer desire the SMCA to initiate an acquisition that is other than full and open, the customer must provide the SMCA with the appropriate justification as required by DFAR 8.7006-3. This justification shall be provided concurrently with the MIPR.

E. SMALL QUANTITY-HIGH COST ORDERS

1. The SMCA will plan and execute the acquisition program to achieve the highest degree of efficiency and effectiveness consistent with customer delivery, quality, and reliability requirements, and maintenance of a viable production base consistent with the protection of domestic producers.

2. Customers shall have three options:

a. Have small quantity, high cost orders held by the SMCA for a maximum of 24 months for consolidation with other customer orders until an MPQ is accumulated.

b. Pay the premium price for the small quantity requirement providing the quantity can be acquired.

c. Buy the entire MPQ themselves.

3. In all cases the SMCA shall:

a. Provide the estimated delivery date and premium price for producing of the small quantity, high cost order provided the item can be acquired. The customer will provide the SMCA with any information necessary to support the procurement of SMCA assigned items, based upon any knowledge or experience the customer may have relative to contractors, prices, MPQs, etc.

b. Advise the customer when other customer orders are expected so as to accumulate a minimum acquisition quantity as well as estimated prices and delivery dates.

c. Advise the customer of alternate methods of satisfying the requirement, if there are any.

4. The SMCA shall provide customers information on small quantity, high cost orders according to procedures in Section B. and D. of this chapter.

F. CONVENTIONAL AMMUNITION WORKING CAPITAL FUND

The Conventional Ammunition Working Capital Fund (CAWCF) is a revolving fund. It is the financial mechanism through which HQ, AMCCOM, acquires all conventional ammunition and related items, including LAP.

1. Objectives of the CAWCF. The CAWCF is designed to:

a. Reduce ammunition costs by consolidating customer requirements into a minimum number of acquisition actions for economies of scale and reduced administrative costs.

b. Reduce the fluctuation of commodity prices between the budgeting and delivery phases of a program by establishing standard prices.

c. Minimize changes to production schedules.

d. Improve control over the use of industrial stocks.

e. Reduce the effect of inflation through accelerated or advanced acquisition of related components.

2. Who Operates the CAWCF. AMCCOM operates the CAWCF. The AMCCOM Production Directorate manages the program, industrial stocks, and budget for this fund.

3. CAWCF Procedures. The CAWCF:

a. Applies to FY 82 and later conventional ammunition programs.

b. Governs the acquisition, accounting, stockage, control, and reporting of industrial components.

c. Extends through LAP, the acceptance, and transfer of ammunition to customer ownership.

4. Identifying and Pricing Industrial Stocks. All CAWCF centrally managed industrial stocks are assigned an NSN or management control number and a standard price.

5. Stability of Appropriation Documentation. Current Service appropriation budget documentation will not change.

6. Stock Withdrawal Credits (SWDC).

a. SWDC are the dollar value of Service owned assets capitalized on 1 October 1981 and shall NOT exceed the value of the initial capitalization of that Service's assets. SWDC were authorized for FY 82 - FY 84 programs.

b. The DoD has eliminated SWDC for FY 85 and subsequent year programs. In FY 85 and subsequent years, all DoD Services will receive credit in the budget for industrial stock application.

c. The maintenance and application of SWDC by item restricted to the Service that owned the item originally is not an acceptable methodology and would be in conflict with the concept presented to DA/DoD and approved for the fund. Assets are managed and made available primarily through the CAWCF.

7. When Funds Are Committed. The Services shall commit procurement appropriation funds upon release to the CAWCF and obligate them upon receiving accepted MIPRs.

8. How the CAWCF is Funded. Cash sources for the CAWCF are progress and advanced billings against customer orders.

9. Return of Excess Funds. The CAWCF shall return excess funds in a timely manner.

10. Additional Capitalization of Industrial Stocks. The CAWCF may obtain noncapitalized materiel owned by the Services to support production through mutual agreement with the owning Service.

11. CAWCF Procedures

a. Capitalization of Industrial Stocks

(1) On October 1, 1981, all applicable industrial stocks owned by the Services on hand at GOGO/GOCO facilities and not identified for maintenance or renovation programs were capitalized into the CAWCF at prices effective that date. Material due in from HQ, AMCCOM, procurement account contracts were included in this action.

(2) The CAWCF provided each Service documentation to show what was capitalized that satisfied Service accountability requirements.

(3) Each quarter, AMCCOM provides the Services a magnetic tape of the NSN Master Data Record, reflecting CAWCF materiel by GOGO/GOCO installations.

b. Budgeting

(1) Customers shall submit and the SMCA shall price shopping lists in accordance with Section B.

(2) The SMCA shall apply SWDC from capitalized industrial stocks to the extent that GFM from capitalized stocks can be applied by the SMCA to Service orders, but not to exceed the amount of credit the Service has remaining. Any excess credit is retained by the Service to

apply to out year budgets, subject to continuation of its credit program by Department of Defense.

(a) FY 81 and prior year orders, for all industrial stocks committed, on order, or charged as of 30 September 1981.

(b) FY 82, to the extent that GFM is identified in their budget or requests for price and availability.

(c) FY 83 and FY 84, to the extent that GFM from SMCA capitalized stocks can be applied by the SMCA to Service orders, but not to exceed the amount of credit the Service has remaining.

c. Acquisition of Industrial Stocks

(1) The CAWCF, if authorized to use contract authority, will preacquisition industrial stocks in support of planned production before receiving funded MIPRs. The decision to preacquisition shall be based on the level of risk each Service assigns to its own MIPRs. If stocks are not preacquisitioned, the SMCA shall obtain them only after receiving of funded MIPRs or through authorized returns from field activities.

(2) Services may have stocks in their accounts to support maintenance or renovation activities that the SMCA needs for production. If the owning Service agrees to provide these stocks to the SMCA to support production, the SMCA shall obtain the material through normal requisition procedures.

d. Use of Industrial Stocks

(1) The SMCA shall use the capitalized industrial stocks to support the production of ammunition for all Services subject to waivers and deviations to the component lots. The SMCA is responsible for ensuring compliance with these restrictions.

(2) Services may buy industrial stock from the CAWCF at the standard price for use in maintenance, renovation, or non-SMCA manufacturing programs.

(3) The CAWCF will retain all residual stocks resulting from FY 82 and out year programs for possible use in future production.

e. End Item Ownership. End items shall remain under the ownership of the CAWCF until they have been accepted. Once an end item has been produced and accepted, the SMCA (AMCCOM Defense Ammunition Directorate, AMSMC-DS ((R)) shall allocate the materiel to the customer in accordance with established procedures.

G. FABRICATION OF DEVELOPMENTAL AMMUNITION

1. General Policies for Fabrication of Developmental Ammunition

a. The SMCA shall fabricate developmental ammunition to support RDT&E when the customer requests it and with the resources the customer provides.

b. The Military Services retain responsibility for the RDT&E of ammunition developed by them through LRIP, including test and evaluation of any developmental munitions fabricated by the SMCA.

c. The SMCA shall apply the standard product and quality assurance operating measures when acquiring developmental ammunition unless the customer cites special provisions on the MIPR or other work load documents.

d. The SMCA shall command, manage, and control the SMCA ammunition production base.

e. The SMCA contracting officers shall place the scopes of work and subsequent changes on the SMCA plants. To maintain technical supervision, the customer may, after coordination with the SMCA, interact directly with the plant.

2. Developmental Ammunition Fabrication Procedures

a. Before placing a fabrication order, the customer shall notify the SMCA of the requirement, providing as a minimum:

(1) A physical description of the item so the SMCA can determine the applicability of production processes.

(2) The priority, order size, required production schedule, and delivery dates to compare with current acquisition plans.

(3) A description of the technical data available for the requirement and date of availability of the scope of work or data package.

(4) An item specification or quality assurance provision in the scope of work specifying the inspection and acceptance requirements if the SMCA is to perform acceptance.

(5) Fabrication order funding.

(6) Any plans for breakout of components and subsystems for acquisition.

b. The SMCA and customer representatives shall meet as necessary to clarify and interpret the data provided under paragraph G.2.a., above, and assess the SMCA's capability to meet the requirement.

c. The SMCA shall assess capability to meet the requirement no later than 30 days after receiving the data specified in paragraph G.2.a., above.

d. The SMCA shall report on MIPR performance according to Section D., above, unless otherwise mutually agreed to during the requirement assessment stage.

CHAPTER 7

SUPPLY

A. GENERAL SUPPLY POLICIES AND GUIDELINES

1. Supply Policies for SMCA Assigned and Non-SMCA Conventional Ammunition

a. This chapter shall be reviewed and staffed jointly by the Military Services' representatives at least biannually, or more often when requested by a principal member or directed by the JOCG-CG. The adequacy of this chapter shall be determined after it has been reviewed and comments have been analyzed.

b. AMCCOM shall maintain the custodial accountable records for all SMCA items in the wholesale inventory as depicted in definition 25 of this manual.

c. The owning Military Service shall maintain accountable and financial records for SMCA items and non-SMCA items.

d. The owning Military Service may communicate directly with the storage activity to accomplish receipt and issue of non-SMCA stocks.

e. Ownership will not be identified in the storage location but shall be recorded in the custodial record and the location record maintained by the storage activity.

f. All inter-Service transactions shall be according to existing DoD and Military Service directives and instructions, and as supplemented by this chapter.

g. Conflicts in work load priority, receiving, issuing, storing, and handling shall be resolved by applying the guidelines in this chapter.

h. Supplementary agreements are not to be negotiated at the wholesale level for the commodities and functions covered in this chapter.

i. Technical assistance for the functional areas covered in this chapter shall be negotiated by the parties concerned on a case-by-case basis.

j. The specific logistic functions of conventional ammunition supply operations are covered in succeeding sections of this chapter.

2. Conventional Ammunition Supply Concepts

a. Supply policies and procedures shall represent the complementary management of wholesale and retail inventories.

b. Since non-SMCA items are stored in Army storage facilities, ammunition supply policies and procedures shall address those items.

c. When the ammunition supply policies and procedures apply to SMCA and non-SMCA items, statements to this effect are included in the text.

3. Conventional Ammunition Storage Policy

a. This policy addresses the distribution/storage management of conventional ammunition items managed by the SMCA. The primary purpose of this policy is to most favorably position conventional ammunition items in storage sites for rapid, efficient movement to combat theaters in wartime and to training and prepositioning sites in peacetime.

b. Relatively inactive stocks, war reserve and contingency assets shall be stored at activities that have maintenance/demilitarization capabilities and have the capability to outload in the event of mobilization.

c. Ammunition production not scheduled for early delivery to a customer (12 months) shall be sent to a CONUS depot. Stocks with an early delivery date shall also be sent to a depot if the Army Ammunition Plant (AAP) storage facilities are inadequate due to security regulations or if storage of an item would cause the AAP to make frequent small quantity shipments for CONUS training. The following production installations are an exception to this policy because they have adequate depot facilities: Crane Army Ammunition Activity (CAAA), McAlester AAP, Hawthorne AAP, Milan AAP, and Pine Bluff Arsenal.

d. All storage sites must be capable of affording complete physical security for stored items.

e. Aging assets in storage shall be issued before new production receipts in those instances where immediate issue and use is indicated to preclude maintenance (example: use of condition code E assets in support of training).

f. The SMCA shall manage all conventional ammunition assets in accordance with this policy. Specific storage and distribution issues may be addressed at the semiannual AMCCOM Class V Materiel Distribution Panel meetings.

4. Supply POCs. To ensure properly routed communications, the following points of contact shall be used:

a. Army

(1) For ammunition stock control and AMCCOM storage and warehousing operations:

Commander
U.S. Army Armament, Munitions
and Chemical Command
ATTN: AMSMC-DS
Rock Island, IL 61299-6000

(2) For DESCOM ammunition storage and warehousing operations:

Commander
U.S. Army Depot System Command
ATTN: AMSDS-SM-S
Chambersburg, PA 17201-4170

(3) For ammunition maintenance and demilitarization:

Commander
U.S. Army Armament, Munitions
and Chemical Command
ATTN: AMSMC-DSM
Rock Island, IL 61299-6000

(4) For ammunition surveillance functions:

Commander
U.S. Army Armament, Munitions
and Chemical Command
ATTN: AMSMC-QA
Rock Island, IL 61299-6000

b. Navy

(1) For ammunition work load forecasts:

Commanding Officer
Naval Weapons Support Center
ATTN: Code 5021
Crane, IN 47522-5099

(2) For ammunition demilitarization and disposal:

Commander
Naval Sea Systems Command Headquarters
ATTN: SEA-06G1
Washington, DC 20362-5101

(3) SMCA item ammunition inventory and maintenance:

Commanding Officer
Navy Ships Parts Control Center
ATTN: Code 85
P.O. Box 2020
Mechanicsburg, PA 17055-0788

(4) Non-SMCA ammunition inventory and maintenance:

(a) Air launched missiles except BULLPUP (includes HARPOON and SEASPARROW):

Commander
Naval Air Systems Command Headquarters
ATTN: AIR-418
Washington, DC 20361-0001

(b) Surface launched missiles:

Commander
Naval Sea Systems Command Headquarters
ATTN: SEA-06
Washington, DC 20362-5101

(c) Underwater torpedoes and mines (marks 25/36/52/55/56/57):

Commanding Officer
Navy Ships Parts Control Center (SPCC)
ATTN: Code 85
P.O. Box 2020
Mechanicsburg, PA 17055-0788

(d) Underwater mines marks not managed at SPCC:

Officer In Charge
Naval Mine Warfare Engineering Activity
Yorktown, VA 23691-5076

c. Air Force

Complete missiles and associated equipment:

(1) All air-to-air and air-to-ground guided missiles except AGM-69, Short Range Attach Missile (SRAM), AGM-65 (Maverick), and associated equipment:

Commander Warner Robins Air Logistics Center
ATTN: MMIM
Warner Robins Air Force Base, GA 31093

(2) Guided missiles AGM-69 (SRAM) and associated equipment:

Commander
Oklahoma City Air Logistics Center
ATTN: MM
Tinker Air Force Base, OK 73145

(3) All ammunition items and guided missile AGM-65 (Maverick) and associated equipment:

Commander
Ogden Air Logistics Center
ATTN: MMW
Hill Air Force Base, UT 84056-5609

(4) Marine Corps (all matters)

Commandant of the Marine Corps
Headquarters, U.S. Marine Corps
ATTN: Code LMG
Washington, DC 20380-0001

B. CATALOG DATA AND INFORMATION EXCHANGES

This section discusses the introduction of SMCA ammunition items into the system and the exchange of advance management data on non-SMCA ammunition items between the Military Services.

1. Storage Item Data Correction (SIDC) Card

a. The Military Service that develops and introduces an item shall manage it until it is transitioned to the SMCA.

b. The SIDC card and DIC DZB, provides inter-Service management data notification for non-SMCA items. The SIDC is prepared in accordance with DoD 4140.22-M.

c. The SIDC card for non-SMCA items shall be prepared by the owning Military Service.

d. The SIDC decks for non-SMCA items shall include only items currently on hand or due-in at the storage activity receiving the cards.

e. The AUTODIN facilities shall be used as the primary method to transmit the SIDC transaction.

2. Responsibilities for Cataloging

a. Potential SMCA Items. The Military Service that introduces the item shall:

(1) Obtain an NSN from the DLSC and record the "introducing Service" as the Primary Inventory Control Activity (PICA).

(2) Describe the item in the DLSC file using the fully descriptive method (type 1, K, or L as applicable, whenever possible).

(3) Provide the following data to HQ, AMCCOM, when an NSN is to be transferred:

(a) Item name.

(b) End item application.

(c) Reference number.

(d) Major organizational entity (MOE) rule.

(4) HQ, AMCCOM shall take the necessary cataloging action to record HQ, AMCCOM (Army), as the PICA and the introducing Service as the SICA when the item is transferred.

b. SMCA Items

(1) Federal cataloging maintenance transactions proposed by an SICA, excluding adoption and withdrawal actions, shall be forwarded to AMCCOM using DD Form 1685, "Data Exchange and/or Proposed Revision of Catalog Data," with attached technical data and Federal Item Identification Guide (FIIG) worksheets, as applicable.

(2) Services desiring adoption or deletion of a currently managed SMCA item shall submit their DIDS cataloging transactions prepared in accordance with DIDS Procedures Manual, DoD 4100.39-M, via AUTODIN to AMCCOM, ATTN: AMSMC-DSC-L.

(3) The PICA shall review and coordinate proposed cataloging actions with other recorded users as required before sending the transactions to DLSC.

c. Non-SMCA Items

(1) The PICA shall:

(a) Prepare the SIDC in accordance with DoD 4140.22-M when:

1 Establishing a new item.

2 Establishing a change.

3 Transferring management responsibility.

4 Reinstating an item.

5 Deleting an item.

(b) Transmit SIDC transactions to the storage activity to arrive no later than 15 days:

1 Before the effective date of management data changes.

2 Before the delivery date of items due-in.

(c) Designate a central point of contact at the owning Service's accountable activity for the coordination of SIDC inquiries from storage activities.

(2) Storing activities that receive SIDC transactions shall:

(a) Resolve differences with the owning Service as required.

(b) Ensure timely processing of the SIDC transaction as indicated by the effective date.

(3) Depending on the SIDC routing identifier code (From), the following POCs shall be used to ensure the proper channeling of advance management data:

(a) Army

Commander
U.S. Army Armament, Munitions
and Chemical Command
ATTN: AMSMC-DSC-CR
Rock Island, IL 61299-6000
AUTOVON 793-3254/3645
Commercial (309) 782-3254/3545

(b) Navy

Commanding Officer
Navy Ships Parts Control Center
ATTN: Code 853
P.O. Box 2020
Mechanicsburg, PA 17055-5105
AUTOVON 430-2120/2729
Commercial (717) 790-2120/2279

(c) Marine Corps

Commandant of the Marine Corps
Headquarters, U.S. Marine Corps
ATTN: Code LMG
Washington, DC 20380-0001
AUTOVON 225-1191
Commercial (202) 695-1191

(d) Air Force

Commander
Ogden Air Logistics Center
ATTN: MMWDS
Hill Air Force Base, UT 84056-5609
AUTOVON 458-5510
Commercial (801) 777-5510

d. Return to Service Management

(1) The criteria for item assignments in DoD Directive 5160.65 will be retained; however, exclusions will be permitted when justified in writing and formally agreed to by both parties.

(2) Services desiring a return to Service management of a currently managed SMCA item shall provide the following information in writing, to HQ, AMCCOM, ATTN: AMSMC-DSC-L.

(a) Justification for exception to DoD Directive 5160.65 item assignment criteria.

(b) The proposed effective date of logistic reassignment.

(3) The HQ, AMCCOM, response shall provide:

(a) Concurrence in proposed effective date, or an alternate date, and the appropriate SICA MOE rule(s) to be recorded, if applicable, or

(b) Rationale for nonconcurrence in return to Service management.

(4) If a return to Service management is to be effected, the SIDC will be prepared and transmitted by the gaining Service as stated in paragraph B.2.c., above.

C. FINANCIAL MANAGEMENT OF SUPPLY

This section describes the financial side of ammunition supply management at the wholesale level. It includes the planning, programming, budgeting, and execution phases of financing supply support. It addresses both SMCA and non-SMCA ammunition assets stored at SMCA facilities. Comptrollers of the affected Military Service commands are the points of contact for all financial matters. The policies and procedures in DoD Directive 4000.19 and DoD Directive 4145.19 for inter-Service logistics support apply to this section.

1. How Supply Activities Are Funded. The two basic categories of supply activities are based on the sources of funds to pay for the services. Common servicing includes functions performed by one Military Service in support of another Military Service for which reimbursement is not required. Cross-servicing, on the other hand, includes functions performed by one Military Service in support of another for which reimbursement IS required from the Military Service receiving support.

a. Common Servicing Functions

(1) Storing and warehousing include receiving, physical inventory, preservation in storing, packaging, palletizing, packing, marking of materiel, and minor maintenance.

(2) Cataloging and supply standardization actions required for warehousing support of ammunition.

(3) Demilitarization and disposal.

(4) Surveillance, inspection, and test, including at least the following activities normally done by the agent.

(a) Initial receipt inspections, periodic inspections and test, and preissue inspections done according to Military Service criteria.

(b) Inspections to ensure proper storing and handling methods and safety procedures are followed in receiving, storing, issuing, and intra-station transporting of ammunition.

(c) Inspections to maintain proper storage facilities. These include inspecting magazines and barricades to ensure

proper grounding and that no fire hazards exist, recording magazine temperatures, and inspecting to ensure proper security of sensitive materials (security locking devices and the like).

(d) Developing of inspection and quality standards when those standards are not provided by the owning Military Services.

(5) Preparing storage and outloading drawings.

(6) Treating for insect or other infestation before storage or shipment.

(7) Providing such special storage services as safety, security, and environmental control actions on peculiar items of the principal, as well as modifications and alterations by the agent to meet specific storage criteria of the principal. As soon during development when these special storage requirements are recognized, the developing Military Service should notify and coordinate with the agent to allow sufficient time for preparation.

b. Cross-Servicing Functions

(1) Maintenance support according to Chapter 8 and applicable DMISA.

(2) Fabricating ammunition peculiar equipment to meet the retail requirements of the principal.

(3) Transportation support according to Chapter 9.

(4) Special inspections and tests beyond those specified by the developing Military Service and not within the normal capability of the storing Military Service. These shall be negotiated. They include engineering or technical inspections and tests requested by the principal to determine such factors as ammunition or component reliability, quality, or service life. Inspections and tests of this nature are normally done as part of the engineering or technical (quality) evaluation field programs.

(5) Special salvage according to Chapter 13.

(6) Special training and technical assistance needed because of the peculiarities of the stored item. When the item being stored is not common to the agent's inventory, the principal shall arrange for this training and assistance at no cost to the agent.

(7) The purchase of equipment and material to meet special requirements of the principal for non-SMCA items.

2. Funding Policy for Production Materials. Production materials in the custody of loading plants or civilian contractors are considered industrial stocks, not depot stocks. The costs of storing and handling industrial stocks are applied to production funding.

3. Advance Financial Planning

a. Each Military Service shall provide advance planning data for ammunition supply services to be performed by other DoD components early enough to include them in the DoD planning, programing, and budgeting cycle.

b. Under both common and cross-service arrangements, the principal shall provide:

(1) Work load forecasting data according to section G., below.

(2) Additional data needed to support the agent's budget submission.

c. The agent shall:

(1) Translate common and cross-servicing data into prescribed Military Service appropriation budget formats.

(2) Provide budget data feedback to support the principal's budget.

(3) Accurately forecast and price reimbursable costs so that the owning Military Service may accurately budget for cross-servicing funds.

(4) Supply timely funding requirements to each Military Service for use in the budget plan.

(5) Provide data to each Military Service on the actual work accomplished.

4. Budget Submission and Execution

a. The principal shall:

(1) Plan, program, budget for, and provide funds to the agent for cross-servicing performed by the agent.

(2) Update budget estimates when required and provide these updates and other needed data to the agent. Updates should include the basis for budget estimates for both the program year (current year plus two) and the budget year (current year plus one) as required by each

Military Service. (The current year is the FY in which operations are being performed.) If tonnage is not a work load factor in the work to be performed, the principal should provide estimated manpower and other quantitative expressions of work load requirements.

(3) Accurately forecast and price reimbursable costs so that the owning Military Service may accurately budget for cross-servicing funds.

(4) Supply timely funding requirements to each Military Service for use in the budget plan.

(5) Provide data to each Military Service on the actual work accomplished.

b. The agent shall:

(1) Update budget estimates.

(2) Furnish appropriate dollar and manpower resources according to total direct and reimbursable budgets.

c. Program elements for storage and maintenance activities are identified in DoD Directive 4145.19, as well as in DoD Instruction 7220.29.

5. Billing and Collection Procedures. The following billing and collection procedures apply to cross-servicing transactions within the Department of Defense.

a. Billing Frequency. Monthly billings shall be accomplished using the SF 1080. Progress billings may be more frequent than monthly, according to the Department of Defense.

b. Billing Preparation. The agent shall:

(1) Prepare billings for industrial fund activities on a constructive receipt or progress payment basis, using the "no check drawn" procedures unless deviations to this have been authorized. (See DoD Directive 7410.4.)

(2) Prepare billings for nonindustrial fund activities and submit them to the office designated by the principal. This office is specified in the billing instruction contained in the MIPR or other ordering document. Billings and collections for nonindustrial fund activities are processed on a "check issue" basis.

(3) Identify specific MIPRs on the SF 1080 or the detailed attachment for the SF 1080.

(4) Furnish detailed actual costs each month following the month the service was performed.

c. When Payments are Due. Both industrial and nonindustrial fund activities payments of billings are due within 30 days of receipt.

6. Certification of Work Performance. The agent's certification on the SF 1080 that work was performed is sufficient evidence for receiving payment by the principal.

D. STOCK CONTROL AND ACCOUNTABILITY

This section provides procedures to fulfill the owning Military Services' inventory requirements and how to process supply transactions among the Military Services. It also explains how to transfer items that qualify for SMCA assignment to the SMCA after they have been released for full scale production. It applies to both of the Military Services owning munitions stored by another Military Service or to Military Services that store munitions owned by another Military Service.

1. Objectives of Stock Control and Accountability Procedures

a. Provide the owning Military Service accurate and timely information on assets stored in another Military Service's storage facility.

b. Maintain an efficient flow of management information so that owning Military Services and the SMCA can respond rapidly and effectively to their own and DoD's requirements.

c. Establish simple and standard codes, documentation, and formats to be used among the owning and storing Military Services.

2. General Policies for Stock Control and Accountability

a. Required Formats. All stock control and accountability documents shall be prepared in standard DoD (MILSTRIP and MILSTRAP) format.

b. Sending Transactions Promptly. Transactions shall be sent by the quickest possible method. AUTODIN shall be used as much as possible.

c. Accountable Records. Two kinds of accountable records are required: custodial and financial. Responsibility for maintaining these records depends on whether the items in the wholesale inventory are SMCA items or non-SMCA items.

(1) Custodial accountability records for SMCA items in the wholesale inventory are maintained by HQ, AMCCOM. These records shall include:

(a) NSN/DoDIC.

(b) Ownership code.

(c) Condition code.

(d) Storage location code.

(e) Receipts, issues, and balances.

(f) Other quantitative and financial data determined by the SMCA and the owning Military Service as essential for proper control and management of Military Services-owned stocks co-mingled in storage.

(2) Financial accountability records for SMCA items in the wholesale inventory are maintained by the owning Military Service.

(3) Both custodial and financial accountability records for non-SMCA items in another Military Service's storage activity are maintained by the owning Military Service.

d. Transaction Reporting. The formats for MILSTRAP transactions shall be prepared in accordance with DoD 4140.22-M and provided to the Military Service ICP by the SMCA. Responsibility for the routing of transaction reports depends on whether the items in the wholesale inventory are SMCA items or non-SMCA items.

(1) For SMCA items, the SMCA provides transaction reporting to the owning Military Service.

(2) For non-SMCA items, the storing activity provides transaction reporting to the owning Military Service.

e. Transaction Error Rejections. Transactions having error conditions shall be returned to the initiators using the format in DoD 4140.22-M.

f. Management Code Limitations. Management codes provide supplemental data not indicated through the transaction coding structure. Inter-Service transactions shall contain only those management codes the Department of Defense has assigned for use.

g. Project Codes. Project codes shall be perpetuated in all documents even when unique to the Military Services.

h. The "M" Modifier. The "M" modifier (denoting thousands) shall be used between the accountable and storing activities as agreed to among the Military Services.

3. Transaction Procedures for Materiel Receipts. Two basic kinds of transactions are associated with materiel receipts: Advance notification and receipt processing. For these purposes, the Preposition Materiel Receipt Cards and Notification and Receipt Document are prepared according to DoD 4140.22-M, Chapter 4, and the following:

a. Advance Notification. Early notification of expected materiel receipts helps storing activities to prepare for their arrival. This preparation includes timely setup of due-in records and advanced planning on space allocation. Services directing materiel into Army or single managed (SM) storage locations shall provide a prepositioned materiel receipt document (PMRD) as follows:

(1) When the materiel is SM, a DIC DFB shall be sent to the SM (B14). This entry into the commodity command standard system will establish a dues-in and concurrently transmit a PMRD to the recipient storage location. This is important if the transaction loop is to be closed. The PMRD provides the depot the ability to establish a record header that in turn will reflect the D6B receipt to the Services' records. When there is no PMRD and when the storage location does not have the applicable header, the receipt document will cause an abbreviated header to be built and an inquiry to be sent to DLSC. The DLSC reply provides cataloging data and when entered as an SM item (RIC B14), the Services will see a transaction DBZ in lieu of a D6B.

(2) When the material is non-SMCA, then a DIC DW_/DU_ should be sent directly to the storage location.

(3) If change in shipping plans or quantity occurs, the owning Military Service must notify the storing Military Service. The storing Military Service documents the change. The document used for the cancellation is prepared with the identical data elements used on the original PMRD card, except that an "X" over the punch is entered in card column 25. If the change is one of quantity, the storing Military Service shows the new total quantity on the new PMRD card.

b. Processing Procurement Receipt Actions. All storage activities shall use the DD Form 1486 "DoD Materiel Receipt Document," MILSTRAP format, to report receipt of procured materiel. On receipt of the materiel, storage activities prepare and send materiel receipt documents, (D4_), perpetuating the data previously furnished in the PMRD card.

(1) Acceptance and Receipt at Destination. When materiel is received and accepted at the destination, the acceptance and tallying-in operations are accomplished concurrently. Based on the

acceptance inspection, the storage activity prepares separate materiel receipt cards showing the actual condition code of the materiel received. This process does not apply, however, to shipments made directly from production to customer, by-passing depot storage.

(2) Acceptance at Source, but Receipt at Destination. If a shipment is accepted at the procurement or production source, the storage activity prepares the materiel receipt card, entering in the quantity received and verifying the condition code shown on the PMRD card.

(3) Accounting for Partial Shipments. Large shipments involving carload or truckload receipt documentation may require additional identification. As agreed between the owning and storing Military Services, multiple use fields in the DD Form 1486 shall be used to show receipt of multiple partial shipments receipted on the same day.

c. Receipts From Other Than the Procurement or Production Source. Storing activities use the DD Form 1486 to report these receipts. On receipt of the materiel, a materiel receipt card (D6_) is filled out as in paragraph D.3.b., above. If a PMRD card is not available, the required data are extracted from the hard copy documents attached to the materiel.

d. Field Returns. A field activity is sometimes granted authority or directed to return conventional ammunition to a storage activity of another Military Service. All such returns must be accompanied by a properly completed DD Form 1348-1, "DoD Single Line Item Release/Receipt Document." Upon receipt of the materiel, the storing activity prepares a materiel receipt card (DIC D6_) in the prescribed MILSTRIP format and transmits it to AMCCOM (for SMCA items) or to the owning Military Service (for non-SMCA items). In the former case, AMCCOM retransmits receipt transactions on SMCA items to the owning Military Services.

e. Discrepancies

(1) In addition to preparing and transmitting the prescribed materiel receipt card, the storing activity shall report all discrepancies of lost, damaged, or destroyed property, or overages and shortages incident to the shipment using guidance and forms prescribed by Joint Services and Joint Service Regulation AR 735-11-2, AFR 400-54, MCO 4430.3H, DLAR 4140.55, and OPNAVINST 4355.4.

(2) If there is a discrepancy between the quantity shown on the PMRD card and the quantity received, the storing activity shall report the quantity actually received according to DoD 4140.22-M, Appendix C9. The storing activity shall not try to eliminate the discrepancy.

(3) If materiel is received without proper documentation, the storing activity shall use one of the following data sources to develop the materiel receipt card(s):

(a) Authorized procurement delivery documents (DD Form 250, "Material Inspection and Receiving Report") and the vendor's packing lists.

(b) Transportation documents.

(c) Container markings.

(d) Data provided by the custodial ICP at the storage activity's request if receipt documentation cannot be otherwise obtained.

(e) DD Form 1348-1.

f. Time Limits for Processing Receipts

(1) Receipts from new procurement or production and redistribution shall be processed within 7 calendar days.

(2) Other receipts (field returns, excess, and rollback stocks) shall be processed within 10 calendar days.

g. Distribution of New Procurement Information. The storing activity shall provide the Military Service ICP one copy of each shipping document for materiel received from new procurement.

4. Transaction Procedures for Issues of SMCA Items

a. The Requisitioning and Shipping Process. The AMCCOM Defense Ammunition Directorate controls the issue of SMCA items from the wholesale inventory. The Military Service ICPs send requisitions that are to be filled from Military Service-owned stock in the wholesale inventory to AMCCOM (RIC B14) by means of a referral order (DIC A4_). The AMCCOM Defense Ammunition Directorate, in coordination with the Transportation and Traffic Management Directorate, selects the source and directs the shipment by issuing a MRO (DIC A5_). The Military Services are advised of the source selection by means of an issue (D7_) transaction according to DoD 4140.22-M. To cancel a passing order, the owning Military Service shall submit a MILSTRIP cancellation (AC3).

b. Routing SMCA Requisitions. Requisitions (DIC AO_) are not directly accepted by the SMCA from Air Force, Navy, Coast Guard, or Marine Corps retail customers in the field, but the SMCA passes AO requisitions receipted to the appropriate Military Service ICP. Requisitions received from the Service ICPs with document numbers reflecting the activity address codes of the Military Service ICPs are accepted for processing.

c. Inter-Service Transfer of Assets on the Standing Approval List. To achieve transportation economies and reduce cross hauling of items on the Standing Approval List, the SMCA may substitute one Military Service's assets for another. This authority excludes FSG 1370, Pyrotechnics, and may only be used when substitute assets can be simultaneously replaced through a record repayment at another SMCA storage activity. The payback assets must be the same item by NSN (not DoDIC), the same quantity, of equal or better condition code, and from on-hand assets, and of equal or greater remaining shelf life (when applicable). For items not on the SAL, the SMCA must get approval from the owning Military Service before making an inter-Service transfer of assets.

d. Documenting Inter-Service Transfers. When an inter-Service transfer of assets on the SAL is initiated, the SMCA provides an ownership gain/loss transaction (DIC D8S/D9S) affecting their ownership to the involved Military Services. A simultaneous adjustment is made to the depot lot record reflecting changes in ownership due to inter-Service transfers. The SMCA must notify the affected Military Services within 5 days.

e. Step-by-Step Procedures for Inter-Service Transfers

(1) The SMCA issues the MRO to the storage activity. The MRO directs shipment from available assets owned by a Military Service other than the one identified in the document number filed. Upon shipment, the storage activity provides the SMCA with the MRC.

(2) The SMCA provides the initiator of the referral order an inventory adjustment increase transaction (D8S) and an issue transaction (D7_). These documents reflect a receipt in the initiating Military Services's ownership account at another selected storage site and the issue of the material from that site. These adjustments and issue transactions must reflect the same document number appearing in the referral order. A second transaction (D7_) cites this same document number and shows the site from which the assets are being shipped.

(3) Simultaneously with the above, the SMCA initiates an "inter-Service transfer" MRO directing a transfer in ownership at another storage location. This MRO displays an AMCCOM document number, the ownership code of the Military Service that must "pay back" the ammunition, and identifies the gaining Military Service in the supplementary address field by the entry "Y," followed by the appropriate ownership code. An inventory adjustment decrease transaction (D9S) is provided to the Military Service whose assets are being transferred. On receiving the MRO, the storage activity initiates the change in ownership and provides the SMCA an MRC and receipt transaction. After the SMCA receives the MRC and receipt transaction, the SMCA provides an inventory adjustment increase transaction (DIC D8S) to the gaining

Military Service, and the transaction is completed. These receipt and issue transactions must show the same AMCCOM document number used in the MRO.

f. Mobilization Deployment Reserves. The Military Service ICPs shall keep the SMCA informed of items of materiel (by NSN, quantity, purpose code(s), and storage location) held in reserve for early mobilization deployment. The SMCA shall, in turn, prevent unauthorized releases of these items to routine supply actions. These assets are not available for issue in the source selection process.

5. Issue of Non-SMCA Items

a. The owning Military Service ICP shall prepare the MRO in MILSTRIP format and send it directly to the storing activity. The MRO quantities should be by the nearest unit pack quantity whenever practical.

b. Each Military Service shall annually identify to other Military Service storage activities those persons authorized to send telephonic MROs.

6. Processing the MRO. In addition to the instructions in DoD 4140.17-M, Chapter 3, the following procedures apply to processing MROs on items stored in the wholesale inventory:

a. Issue of Requested Quantity and Condition Code

(1) If the MRO has an advice code of 2D, the storing activity shall issue items in the exact quantity and condition code requested for the NSN. If issues of exact quantities will create tag-end lots or cause cumbersome repackaging work loads, the storing activity should contact the accountable custodial activity (see paragraph A.4.a through A.4.d., above) for clarification or resolution.

(2) If the MRO does not have a 2D advice code and it is necessary to overship or undership, the following procedures apply:

(a) When the quantity shipped is greater than that on the MRO due to unit pack adjustment, the storing activity shall use a DIC of ARA.

(b) When the quantity shipped is less than the MRO quantity, the storing activity shall use a DIC of ARB.

(c) The storing activity may not substitute items or issue materiel in a lower condition code than specified on the MRO.

(3) The MRO containing condition code E and management code B will cause storage locations to upgrade materiel to condition code A prior to shipment.

b. Consolidation of Shipments. When an MRO is received, the storing activity should try to avoid uneconomical shipment sizes, when possible, by consolidating the directed quantity with other shipments. In no case, however, may such consolidated shipments jeopardize meeting the required delivery date (RDD).

c. Uniform Materiel Movement and Issue Priority System (UMMIPS). The UMMIPS processing standards apply to all activities covered in this section. The UMMIPS is amplified by time standards instructions for conventional ammunition in appendix D of this manual. Activities shall process MROs within the UMMIPS time frames according to the priority designator in card columns 60-61 of the MRO or the RDD in card columns 62-64.

d. Material Release Confirmation (MRC). The storing activity shall notify the requiring activity of positive supply action by means of an MRC prepared in MILSTRIP format. Before sending the MRC, a TCN, GBL/registered ensured Parcel Post number, or the FMS notice of availability number must be assigned in card columns 62-67. Within 24 hours after these numbers are assigned, the MRC must be sent to the activity issuing the MRO. For partial shipments, the MRC must indicate only the quantity shipped.

e. Shipment Status Notification. In addition to the MRC, the storing activity shall prepare a shipment status. The shipment status shall be sent to the Military Service activity designated as the requisitioner (card columns 30-35) and to the Military Service activity designated as the supply addressee when identified by a valid DDAAC (card columns 45-50) and the distribution code (card column 54), when applicable, within 24 hours after shipment.

f. MRD. The storing activity shall prepare an MRD in MILSTRIP format for any portion of the total MRO quantity that cannot be shipped. These transactions are sent to the custodial ICP (see subsection D.2., above) that originated the MRO. When AMCCOM is the custodial ICP, it will notify the owning Military Service ICP using the MILSTRIP format. The following additional requirements apply to MRDs:

(1) In all cases, the reason for MRD shall be identified.

(2) An MRO reversal action may not be used in place of an MRD when the total quantity cannot be released.

(3) The applicable management code must be entered in card column 72 of the denial document.

(4) Inventories of assets in storage required as a result of denial actions shall be accomplished as outlined in section F., below.

g. MRO Followups

(1) Only the custodial ICP that placed the MRO may submit followup action to a storing activity. For SMCA items, the owning Military Service ICP shall address followup actions to AMCCOM.

(2) Time limits for replying followup requests are as follows:

a. Priorities 1 through 8: Within 24 hours after receipt of the followup.

b. Priorities 9 through 15: Within 2 work days after receipt of the followup.

h. MRO Modifications

(1) Only the custodial ICP that placed the MRO may modify it. For SMCA items, the owning Military Service ICP shall submit changes to AMCCOM. If a field customer needs to change the media and status distribution code or upgrade the priority or RDD, he or she shall transmit a MILSTRAP document (DIC AM_) to the owning Military Service ICP. Next the Military Service shall coordinate such changes directly with the storage activity processing the MRO.

(2) The storage activity (including transportation elements) shall make every effort to comply with the modification request. The storage activity shall immediately notify the custodial ICP if a modification request cannot be complied with. For SMCA items, AMCCOM shall notify the owning Military Service ICP for resolution of problems encountered on modification requests.

i. Canceling MROs

(1) Only the custodial ICP may initiate the cancellation of MROs. For SMCA items, the requisitioning Military Service ICP shall send cancellation requests to AMCCOM. Cancellation actions shall not be initiated after the shipment status indicating the full MRO quantity requested and shipped has been received from a storing activity.

(2) The storage activity shall number copies of the DD Form 1348-1 and distribute them as follows:

(a) Copy 1: Retain at the storage activity.

(b) Copies 2 and 3: Send to the consignees with the materiel, using the following procedures:

1 For single line item shipments, attach these copies to the number 1 shipping container.

2 For consolidated shipments, attach these copies to the shipment pack that applies to each requisition inside the shipping container(s). If the storage container is used as the shipping container, do not open it for the sole purpose of inserting the consignee copies. In this case, place the copies inside the packing list envelope attached to the outside of the number 1 container.

(c) Copy 4: Send to the consignee attached to the outside of the number 1 shipping container after use for picking, packing, and item identification.

(d) Copy 5: Send to the consignee according to the following:

1 For CONUS shipments, send this copy with the advance copy of the bill of lading.

2 For overseas shipments, mail to the ultimate overseas consignee as shown by the MRO "ship to" address or as otherwise specified by the owning Military Service.

3 For ILP shipments, mail this copy to the Military Assistance Advisory Group (MAAG), Office of Defense Cooperation (ODC), or equivalent U.S. mission office in the recipient country.

4 If shipment is by a method not requiring this backup documentation (such as Government truck or LOGAIR), destroy this copy.

(e) Copy 6: Provide to the transportation element of the storing activity. However, if the storing activity accumulates the DD Form 1348-1 data by punch card accounting machine (PCAM) or ADPE and does not need this copy for audit purposes, it should be destroyed after the data has been posted.

7. Adjustment Transactions

a. General Information

(1) This subparagraph sets up procedures for the following kinds of adjustment actions:

(a) Changes in the condition of materiel due to damage, deterioration, reclassification, or other causes.

(b) Reidentification of improperly identified materiel.

(c) On hand inventory changes.

(d) Relief from property accountability and responsibility and reports of survey.

(2) The DD Form 1487, "DoD Materiel Adjustment Document," may be used for either single or dual transactions. The document identifier used distinguishes which technique is applied.

(a) Single transactions. This is a single increase or decrease adjustment transaction (DIC D8_ or D9_) against the inventory control records; examples are losses due to fire, theft, deterioration, and concealed discrepancies.

(b) Dual transaction. This is a transaction to record changes in condition or ownership using the "FROM" and "TO" data fields in the single input card (DIC, DAC, DAD, and DAS).

(3) For non-SMCA items, if a Military Service or agency uses single transactions in the D8_ and D9_ series internally for condition or purpose changes, the storing activity shall provide equivalent Department of Army series documents to the owning Military Service or agency.

(4) Materiel adjustment cards shall not be used to record changes in ownership.

b. Changes in Condition. See Appendix G, below, for an explanation of ammunition condition codes.

(1) If inspection of stocks on hand shows a change in condition of the materiel, storage activities shall use the DD Form 1487 to report such variances to the custodial ICP. For SMCA items, AMCCOM shall retransmit the data to the owning Military Service ICP. DIC DAC is used, and both the "FROM" and "TO" condition code fields are completed.

(2) Materiel previously reported as a receipt/return suspended to condition code K for condition determination must be classified within 45 calendar days after such suspension. In these cases, the DD Form 1487 shall indicate the same document number as shown on the original receipt transaction.

c. Reidentification of Stock

(1) When inspection shows an item in stock has been incorrectly identified, the storage activity shall transmit two or more DD Form 1487, prepared as outlined in MILSTRAP. The first card shall contain the incorrect stock number, the quantity, and DIC D9J. The other card(s) shall contain the correct stock number(s), quantity(s), and DIC D8J.

(2) The adjustment cards (DD Forms 1487) must contain the same document number. The ICP shall enter suffix codes "A" through "Z" (except "I" or "O") and "2" through "9" to distinguish between cards having the same document number.

d. Stock Number and Unit of Issue Changes. When one of these changes occurs, the owning Military Service ICP shall generate and process two DD Forms 1487. The first card shall contain the replaced stock number, DIC D9K (decrease catalog change), and suffix code "A." The second card shall contain the same document number as the first card, the replacing stock number, the replacing unit of issue, the same quantity as the first card, DIC D8K (increase catalog data change), and suffix code "B."

e. Lot and Serial Number Control

(1) The storing activity shall maintain records on the quantity stored by ownership code, lot and serial number, and condition.

(2) When the custodial accountable activity directs a release order for a specific lot or serial number, it shall annotate that data in the remarks of the MRO.

8. Relief From Property Accountability and Responsibility and Reports of Survey

a. For non-SMCA items, each Military Service has its own directive governing property accountability and responsibility requiring certification by an accountable or responsible officer. The following outlines cross-Service procedures to determine if there is evidence of gross negligence, willful misconduct, or deliberate unauthorized use of Government property and to provide for authoritative certification for relief from pecuniary liability and property responsibility.

(1) For non-SMCA items, the reports of survey may be prepared by the owning Military Service immediately upon discovery of unexplained losses, destruction, or missing property.

(2) Errors between the accountable balance and the physical inventory can be computer-generated. Because of this, a Government Property Lost or Damaged (GPLD) Certification (figure 7-1) shall be mailed to storage activities in advance of a request for a report of survey for unexplained losses. A reply to the certificate is required within 15 work days to ensure a report of survey is begun as soon as possible after the reported loss.

(3) As required by the circumstances, the DD Form 200, "Report of Survey," shall be initiated as follows:

PROPERTY LOST OR DAMAGED

C E R T I F I C A T E

Part I (To be completed by responsible officer)

I certify that the item(s) described below was lost/damaged (strike out one), and the cause for such loss or damage was not by gross negligence. Willful circumstances of the loss or damage are properly described in the attached investigative report and/or shown below.

Stock Number	Description	Quantity	Total Cost

Circumstances of loss of damage:

_____
Signature

Part II (To be completed by appointing authority)

No._____

I have reviewed the evidence pertaining to the loss or damage and agree/do not agree (strike out one) that the loss or damage to the property was not due to gross negligence, willful misconduct, or deliberate unauthorized use. The following action shall be taken.

_____ An inventory adjustment shall be made in the property book for the property that was not lost through gross negligence, willful misconduct, or deliberate unauthorized use.

_____ The damaged property shall be repaired and charged to O&M funds as fair wear and tear as the damage was not caused by gross negligence, willful misconduct, or deliberate unauthorized use.

_____ The circumstances surrounding the loss or damage warrant the processing of a formal Report of Survey that will be initiated immediately by the responsible property officer.

_____ _____
Date Signature

Figure 7-1. Sample Property Lost or Damaged Certificate.

(a) Complete blocks 1 through 13. Block 4 should state, "The accountable activity and stock record account number (fill in)."

(b) Block 11 - In addition to the description, extenuating circumstances regarding the losses identified by the accountable activity must include all known details involved in the loss. If additional space is required, state, "See attached exhibits." Provide backup data and references to validate the loss. Attach copies of research documents that support the inability to explain the loss. These may include, for example, computer products, research registers, letters prior to the report of survey, inventory vouchers, and other documents.

(c) Block 12 - The affidavit shall be completed by the responsible officer at the custodial storing activity and notarized regarding the comments in block 14.

(d) Block 15 - Certification shall remain blank for all owning Military Service accounts stored at the other storage activities. The owning Military Service accountable officer or responsible officer shall sign the certification and final acceptance of the findings in the report of survey. The owning Military Service shall return unacceptable findings to the storage activity for additional research/assistance required.

(e) Blocks 12 through 25 are completed as appropriate by the organization responsible for accomplishing the report of survey.

(f) In addition to the survey board's findings, the appointing authority shall require a legal opinion by the staff Judge Advocate General's Office on the Survey Board's action. When this is done, the appointing authority completes block 37, showing approval of the Survey Board's statement of findings in blocks 26 and 33.

b. When the report of survey on property under an owning Military Service's accountability is used as evidence in other Military Service's investigative reports or special investigations, a copy of the signed affidavit (DD Form 200) shall be returned to the owning Military Service. This should be accompanied by a cover letter explaining that a copy of the report of survey is being used as supporting evidence for further investigation.

c. Concealed shortages, damage, and latent defects are generally discovered by the custodial activity. These may be found after the receiving officer's inspection. Such disclosures shall be processed on reports of survey or GPLD certifications unless the preliminary investigation shows beyond reasonable doubt that the loss or damage is the carrier's fault. In the latter case, process a freight

loss and damage claim according to prescribed procedures, except on sensitive items, regardless of cost. Concealed discrepancies in articles packed in containers received from an owning Military Service's activity, other Military Services, and DoD agencies, and valued at less than $500, may be cleared by using GPLD certificate, unless administrative judgment dictates otherwise. In making this decision, the custodial activity must consider the consignor from where the materiel was shipped, and pay particular attention to the type of production facility involved (GOGO, GOCO, or COCO). GOGO facilities shall use the report of survey, except as specified otherwise above.

d. Collections from report of survey litigation and provisions for reciprocal agreements between the Military Services are handled as follows:

(1) Personnel of one Military Service are sometimes held liable for property owned by another Military Service. In such cases, the action on and routing of reports of survey outlined in paragraph D.8.a., above, are governed by the regulations of the owning Military Service regardless for the Military Service assignment of the person held liable.

(2) If an owning Military Service report of survey holds a storing Military Service member pecuniarily liable, administrative action shall not be taken until the report has been approved by the owing Military Service secretary. This applies to civilian, enlisted, and commissioned officer personnel. After secretariat approval, the major command concerned shall notify the equivalent Military Service commander of the charge and request collection. All Military Services agree to the finality of the other Military Service's approval of pecuniary charges against their personnel. Therefore, collection action shall be taken on receipt of the request from another Military Service's commander authorized by the particular Military Service's regulations to take final action.

9. Materiel Expended in Destructive Tests. Unless otherwise directed by the accountable activity, destructive tests are conducted under the procedures established by the storing activity and concurred in by the the owning Military Service. When items are consumed in destructive tests, the storing activity shall prepare a D9_ inventory adjustment, and send it to the owning Military Service. For SMCA items, the storing activity shall convert the D9_ to an issue transaction (DIC D7G) and provide it to the owning Military Service.

10. Redistribution of Assets from Retail to Wholesale

a. Shipments of More Than One Ton. All movements of ammunition that exceed one ton from retail activities to SMCA storage require prior coordination with the AMCCOM Defense Ammunition Directorate. The SMCA shall designate the wholesale storage location to which the ammunition

will be shipped. Requests for redistribution of assets must include exception data if the owning Military Service requires ammunition to be located at a specific site to support mobilization stock reservation levels, Military Service-oriented contingency plans, predetermined maintenance depots, or readiness requirements.

b. Shipments of Less Than One Ton. The owning Military Service ICPs shall provide shipping instructions to their field customers without prior approval from the SMCA.

11. Processing Assignment of Conventional Ammunition to the SMCA

a. Creating the Record. On the effective date of assignment, the storing depots, as part of their cataloging update, shall generate Physical Inventory Count Cards (DIC DKA). These are completed for all on hand stocks according to DoD 4140.22-M.

b. Where to Send DKA Cards. The storing activity shall transmit the DKA as follows.

(1) To the SMCA for assumption of custodial accountability.

(2) To the owning Military Service ICP, who shall ensure the DKA card furnished to the SMCA agrees with ICP records as to the quantity on hand.

c. Discrepancies in DKA Cards. If a Military Service ICP finds a discrepancy in a DKA card, an attempt should be made to resolve it by a transaction reconciliation with the storing activity. If the discrepancy cannot be resolved in this way, the Military Service ICP may request a special inventory by the SMCA.

d. Posting Inventory Results

(1) If a physical inventory shows the DKA card balance (custodial record balance) is in error, the SMCA record shall be adjusted accordingly.

(2) If the physical inventory shows the DKA card balance is correct, the Military Service ICP shall make the appropriate adjustment to its record.

E. DEPOT SUPPLY OPERATIONS

This section gives general guidance and uniform policies and procedures for depot supply operations. It applies to both inter-Service and intra-Service support SMCA and non-SMCA materiel.

1. General Policies for Depot Supply Operations

a. Ownership Identification

(1) Ownership shall be maintained in the custodial accountable record, rather than in the storage location.

(2) An ammunition lot having multiple owners shall not be separated by owner in storage.

(3) Storing activities shall maintain magazine data cards on all materiel in storage. Ownership and condition codes shall not be shown on the magazine data card.

b. Authorized Contacts Between Storing Activities and Owning Military Services. Depots and depot activities may make direct contact with the owning Military Services to resolve day-to-day technical problems. On matters of policy, however, such direct contact are not authorized.

c. Explosive Ordnance Disposal (EOD) Requirements. If the materiel to be stored is not common to the storing activity, the owning Military Service must ensure appropriate EOD publications and pertinent technical data are available at the nearest EOD team, group, or unit location before the materiel arrives. All EOD publications for U.S. and foreign ordnance are available through the Commanding Officer, Naval Explosives Ordnance Disposal Technology Center, Indian Head, MD 20640.

d. Use of Open Storage. Ammunition end items and components shall not be placed in open storage without prior joint approval from the SMCA, the owning Military Service, and (when DESCOM depots are involved) DESCOM. Such approval must be documented by a formal waiver in accordance with appropriate safety regulations.

e. Inability of a Storing Activity to Perform All Required Functions. If operational conflicts imposed by an owning Military Service prevent a depot from performing all functions effectively and efficiently, the following applies.

(1) On SMCA materiel, DESCOM depots and depot activities shall report all such conflicts to both AMCCOM and DESCOM.

(2) The AMCCOM depots, plants, and arsenals shall report all such conflicts to AMCCOM.

f. Storage and Outloading Drawings. Storage and outloading of all SMCA and non-SMCA ammunition end items and components shall be according to approved storage and outloading drawings. Principles and practices prescribed by other drawings shall be adapted when a drawing is not available for the specific item being stored. Army storage activities shall advise the Director, Defense Ammunition Center and School, ATTN: SMCAC-DEO, Savanna, IL 61074-9639, of requirements for drawings. Telephone contacts may be used if necessary.

g. Condition Coding. Condition coding of ammunition end items and components shall be in accordance with Appendix F, below, of this manual.

h. Owning Military Service Inspection Rights. The owning Military Service may inspect its ammunition in storage as to physical count and condition. Scheduled visits to storage activities must be coordinated with the appropriate office of primary responsibility, who in turn shall coordinate the visit through Military Service command channels.

2. Technical Procedures for Depot Supply Operations

a. Providing Required Technical Data and Publications. If the materiel to be stored is not common to the storing Military Service, the owning Military Service shall ensure that all requirements; plus special handling and shipping requirements are provided to the storage activity before receiving the materiel. The owning Military Service shall also furnish special surveillance requirements to the AMCCOM Product Assurance Directorate for dissemination to Army storage activities.

b. Reporting Changes in Technical Data. Changes in technical data on materiel held in stock are transmitted to the owning Military Service according to section B., above. Additional data not provided for in the SIDC card shall be sent in hard copy.

c. Storage and Shipping Procedures for Common Items. Unless specifically requested otherwise by the owning Military Service, the procedures of the storing Military Service shall be used for common items to ensure standardization of methods.

d. Providing Special Inspection, Test, and Handling Equipment. When required by the storing activity, equipment of this nature shall be provided by the owning Military Service and shall be negotiated on a case-by-case basis.

3. Depot Operational Functions

a. Origins of Receipts. Materiel is received at a depot from procurement or production sources, field returns (ports, bases, posts, camps, or stations), other customers, interdepot shipments, returns from maintenance, property disposal office (PDO) accounts, and surveillance accounts.

b. Storage Procedures. The following procedures apply to the use of DARCOM Form 1385, "Magazine Data Card":

(1) The storing activity shall prepare and affix a magazine data card to each lot of ammunition in storage or each portion of a lot if more than one location exists for the same lot within a storage structure, such as a magazine or warehouse.

(2) When the same lot in a location has more than one owner, separate magazine data cards shall not be maintained for each owner.

(3) Ownership transfers that do not result in a change on the quantity (balance) shown on the magazine data card are not recorded on the card.

(4) When more than four lots are on one pallet, a multilot pallet magazine data card is used instead of the basic magazine data card.

(5) Serially numbered items need only one magazine data card for each storage structure.

c. Issue (Shipping) Procedures

(1) Lot Number Notification. The consignor shall notify the consignee of the total quantity of each lot number to be shipped against a document number. To do this, the consignor uses the DD Form 1348-1 and the Report of Shipment (REPSHIP) message called for in DoD 4500.32-R, Volume I, Chapter 4 (MILSTAMP). This notification must be early enough to permit proper storage planning before the materiel is received.

(2) Lot Selection. The owning Military Service shall not normally designate a specific lot or serial number to be shipped. Due to special owning Military Service requirements, however, this may sometimes occur. When feasible, storage activities shall ship multiple lots to meet Marine Corps (PWR/TRAINING) and Navy training requirements. Shipments shall always consist of at least two lots any time the quantity shipped exceeds one unit pack.

(3) Preparation for Shipment

(a) Preshipment inspections are done according to applicable storing Military Service directives, as well as any special additional requirements of the owning Military Service.

(b) Explosives, explosive loaded items, and other dangerous materiel are prepared, loaded, and secured for shipment according to current regulations governing their movement, as well as any special requirements imposed by the owning Military Service.

(c) Procedures for and special requirements and regulations on transporting explosives and other dangerous materials are

discussed in Chapter 9. Chapter 9 also specifies procedures for obtaining DoT exemptions, permits, Military Service certifications, and waivers.

d. Preservation and Packaging

(1) Preservation and packaging operations are done to upgrade materiel in storage and correct nonfunctional defects. They involve derusting, cleaning, painting, and repackaging materiel normally found in condition code E. This work is programmed and funded by the storing agent (see Chapter 8).

(2) Preservation and packaging operations may result from surveillance inspections by depot personnel or from management decisions by the owning Military Service.

(a) The storage activity shall report to the owning Military Service through the storing agent (AMCCOM) each case in which surveillance inspections show a need for preservation and packaging. The report must identify the item, the extent of inspection, the findings, the quantity affected, recommended corrective action, estimated cost, and proposed schedule. Any special packaging or other materiel needed to take corrective action, and which is to be supplied by the owning Military Service, must also be identified.

(b) For non-SMCA items, the owning Military Service shall advise the storing activity of the disposition to be made of the materiel reported within 30 days after being told of the need for preservation and packaging.

(c) For SMCA items, the SMCA shall publish a priority list for application of preservation and packaging funds.

(d) The owning Military Service shall send information on its preservation and packaging request at such times as they determine those operations to be required. The information shall include the work to be accomplished, the materiel affected, and the desired schedule. Each concerned depot shall schedule the operation in keeping with the owning Military Service's desires to the extent permitted by prior commitments of resources. If desired schedules cannot be met, the owning Military Service shall be advised and furnished with the best alternative schedule.

e. Demilitarization

(1) Excess or irreparable nonenergetic ammunition end items and components in storage requiring demilitarization shall be transferred by the appropriate MILSTRAP documents by the owning Military Service or the SMCA to the Special Defense Property Disposal Account

(SDPDA) at the storing installation. Activity address codes for these accounts are shown in DoD Directive 4000.25.

(2) Excess or irreparable energetic ammunition end item and components in storage that require demilitarization shall be transferred to the centralized demilitarization account (B5A). The SMCA items shall be transferred via internal procedures with appropriate coordination. Transactions for non-SMCA items shall be initiated by the owning/managing Military Service. A request for acceptance into the centralized demilitarization account (B5A) shall be sent by message to HQ, AMCCOM, ATTN: AMSMC-DSD. The request shall include NSN, quantity, lot number, and storage location. It shall also advise that the item is safe for continued storage, provided required logistics data, and reference appropriate technical guidance for demilitarization. Within 30 days, a review of the request shall be accomplished and a response shall be sent to the owner accepting shipment to the demilitarization account at a selected location. The storage location will receive a copy of this acceptance to ensure that only authorized items are received into the centralized demilitarization account (B5A). These assets shall be included in the demilitarization account pending future demilitarization direction.

(3) Each storage installation commander shall designate an accountable property officer for SDPDA.

(4) The accountable property officer shall maintain accountable records for all materiel in the SDPDA.

(5) Detailed information on demilitarization and disposal is in Chapter 13.

F. PHYSICAL INVENTORY

This section prescribes policy and establishes responsibilities, performance objectives, procedures, and reporting requirements for physical inventory, quality control checks, and location record audits. The objective is to ensure the greatest practicable accuracy in inventory accounting. This section applies to the logistics elements of the Military Service for SMCA and non-SMCA materiel stored in Army storage activities.

1. Physical Inventory Policies

a. Personnel Qualifications. The physical inventories, location surveys, inventory quality control functions, and location audit reconciliations prescribed in this section shall be performed by an inventory organization staffed with personnel highly trained in inventory skills and related supply functions.

b. Storage Practices in Support of Physical Inventory. Storage activities shall use sound storing practices to continually maintain

stock in a manner conducive to performing physical counts and location surveys. Stock shall be properly identified, classified, and marked accordingly. Materiel shall be rewarehoused as necessary to accomplish inventory.

c. Inventory Schedules. A complete scheduled inventory shall be accomplished at least once each fiscal year. For non-SMCA items, accountable supply distribution activities (ASDAs) shall provide each storing activity an annual inventory schedule 30 days before the beginning of each fiscal year. Storing activities and ASDAs shall mutually agree on specific dates for accomplishing reconciliation of custodial balances.

d. Ensuring Accuracy. Physical inventory procedures shall provide asset-to-record accuracy with positive control of materiel and documentation that are "in float," such as MROs, receipts, catalog changes and other data changes. Cutoff dates must be set for non-SMCA items. Procedures must also provide that the ability to identify and ensure consideration is given to all preinventory and post-inventory actions.

e. Counting and Adjustment Methods

(1) Physical inventory adjustments are the accounting transactions to correct book balances to agree with physical counts of items. Such adjustments may result from a regularly scheduled physical inventory, a potential discrepancy revealed by a material release denial or location survey, or erroneous capitalization or decapitalization actions. Physical inventory adjustments do not include the following:

(a) Reidentification of stock.

(b) Standard price changes.

(c) Catalog data changes.

(d) Condition and purpose code changes.

(e) Condemnation of material resulting from rebuild and surveillance programs.

(f) Inventory adjustments resulting from clerical or mechanical accounting errors but that cannot be corrected by reversing the original transaction shall be processed using DICs D8B/D9B as described in DoD 4140.22-M.

(2) When custodial records are maintained at the storing activity, materiel in storage shall be counted by the single count method. The magazine data card count may be used for first count purposes. The single count shall be compared to the custodial records and the inventory subjected to a second count if records and count do

not agree. The second count shall also be compared to the records. If these do not agree, the second count shall be compared to the first count. If the first and second count agree, the records shall be adjusted to agree with the count. If the first and second counts do not agree, a third count and post count validation shall be done.

(3) When custodial records are not maintained at the storing activity, materiel shall be inventoried by the two count method. This requires two separate counts, with recounts until two counts agree. Recounts may be made by the same persons who did the original count.

f. Location Survey Frequency. A complete location survey shall be conducted at each storing activity at least once each fiscal year and more often if needed.

g. Location Audit Reconciliation Frequency. A complete location audit reconciliation of all conventional ammunition, including sensitive items, shall be conducted at least once each fiscal year and more often if needed.

h. Accuracy Standards. The minimum acceptable accuracy standards for both the location record accuracy and the location survey is 98 percent. Accuracy is calculated by dividing the number of records audited or locations surveyed into the number of errors and subtracting the quotient from 100 percent.

i. Inventory Coordinators. The ASDAs and storing activities shall each designate an inventory coordinator and an alternate who shall be the primary point of contact on the inventory program. Each Military Service shall provide the names, office code or symbol, and AUTOVON numbers of its principal and alternate inventory coordinator to the Chief, AMC Logistics Support Systems Activity (LSSA), ATTN: AMXLS, Chambersburg, PA 17201-4180, for publication and distribution.

j. Quality Control. The ASDAs and storing activities shall implement quality control programs to measure and control the incidence of error occurrence in the following functional areas:

(1) Warehousing practices.

(2) Receiving practices.

(3) Issuing practices.

(4) Validity of automated data.

(5) Inventory practices.

k. Records Retention. Accountable documentation for audit trail purposes shall be retained for at least 2 years on the following:

Receipts, issues, shipments, transfers, condition code changes, registers, records, files, and tape data. Automated inventory control systems shall be designed to facilitate the printout of transaction histories that indicate the date the last physical inventory was conducted for each item. Backup documentation that directly pertains to individual cases of physical inventory adjustment research efforts shall be retained.

1. Using the Magazine Data Card. The balance shown on the magazine data card shall be used for first count.

(1) Magazine data cards showing the following information shall be placed on materiel in storage:

(a) NSN/DoDIC.

(b) Nomenclature.

(c) Lot number (serial number for serial number controlled non-SMCA items).

(d) Location.

(e) Quantity.

(2) Magazine data cards shall be updated to show receipt, issue, adjustment, inventory, and relocation actions. The following information shall be included for each transaction:

(a) Date.

(b) Document number (if applicable).

(c) Gain (+) or loss (-) indication.

(d) Transaction quantity.

(e) Balance after the transaction.

(f) Signature.

(3) Only essential entries shall be made on magazine data cards.

2. Physical Inventory Responsibilities

a. The Military Services shall:

(1) Prescribe basic Military Service inventory policies, responsibilities, and procedures to implement and comply with this manual.

(2) Evaluate the performance and effectiveness of the inventory system and initiate needed improvements.

(3) Provide command emphasis and furnish resources (funding, personnel, and ADP support) to ensure compliance with the physical inventory requirements in this manual.

(4) Through quality control procedures, ensure effective control of error introduction into the accountable records.

(5) Designate an inventory control coordinator and alternate.

(6) For non-SMCA items, furnish storage activities an annual inventory schedule at least 30 days before the beginning of each fiscal year.

(7) Send recommendations for improving the physical inventory procedures in this manual to Commander, AMCCOM, ATTN AMSMC-DS, Rock Island, IL 61299-6000.

b. The Commander of Each Storage Activity shall:

(1) Provide command emphasis and furnish resources (funding, personnel, and ADP support) to ensure compliance with the physical inventory requirements in this manual.

(2) Conduct inventories and reconciliations as prescribed in this manual.

(3) Use quality control procedures to control error rates in inventory and location processes.

(4) For non-SMCA items, furnish reports of inventory performance on request from the owning Military Service.

(5) Designate an inventory coordinator and alternative.

(6) Send recommendations for improving physical inventory procedures in this manual to Commander, AMCCOM, ATTN: AMSMC-DS, Rock Island, IL 61299-6000.

3. Detailed Procedures for Physical Inventory

a. SMCA Items in the Wholesale Storage Account

(1) The physical inventory program for SMCA items stored at wholesale storing installations shall comply with AMCR 740-17. These procedures, many of which are automated, are summarized below:

(a) A perpetual ammunition location survey shall be conducted on a continuing basis in location sequence. When a location is surveyed, compare the magazine data card (MDC) quantity to that on the location survey work card. If there is a mismatch, count the stock, correct the MDC (if necessary), and again compare the quantities. Code and reenter the location survey work card to update the ammunition lot file. When all locations for a stock number have been surveyed and the ammunition lot file updated, the system automatically generates requests for mismatches. Inventory reconciliation automatically takes place with appropriate owners when all locations show matched quantities, or the stock number has been inventoried.

(b) Quarterly (March, June, September, and December), each Standard Depot System (SDS) depot performs a record audit/match with AMCCOM. The record match includes the balance on hand by the owner as shown in depot records. If there is a mismatch between AMCCOM and depot records, AMCCOM shall request a physical inventory. If the inventory count does not agree with the AMCCOM balance, an inventory adjustment is required. To do an inventory adjustment, compare the transactions posted by the depot to those posted by AMCCOM. Post any missing transactions. This may preclude the need for adjustments. If, however, after posting all missing transactions there are still mismatches, an inventory adjustment must be made. Inventory gains that cannot be reconciled onto the accountable record under the proper ownership shall be adjusted. If there are inventory losses that cannot be reconciled, AMCCOM shall request the depot to start a Report of Survey on any losses of sensitive items and for all other losses over $10,000. Reports of Survey require the approval of the AMCCOM Comptroller. On their request, the owning Military Service shall be provided a copy of any Report of Survey involving their assets.

(c) If an MRD occurs, AMCCOM shall request a physical inventory if the reason for denial cannot be ascertained.

(2) SMCA items stored at AMCCOM arsenals and GOCO ammunition plants shall be inventoried according to AMCR 740-17.

(3) Owning Military Services may request special inventories of the SMCA held assets in the wholesale inventory. They shall submit such requests, with justification, by the mode commensurate with the urgency of the requirement to Commander, AMCCOM, ATTN: AMSMC-DSC.

(4) The SMCA shall perform a balance file reconciliation with each owning Military Service monthly, at the end-of-the-month cutoff. The procedure for this reconciliation is as follows:

(a) On the date agreed to, AMCCOM sends each owning Military Service a magnetic tape record of all that Military Service's

ammunition on hand in wholesale storage. The DZA transaction is prepared in accordance with DoD 4140.22-M.

(b) Military Service ICPs compare the accountable record balance to their balances. If they do not agree and the difference cannot be reconciled using the local transaction history, the SMCA provides a request and a transaction history (audit trail). Military Service ICPs should send requests by mail or telephone to HQ, AMCCOM, ATTN: AMSMC-DSC. The NSN and location must be included in the request.

b. Non-SMCA Items in Army Storage Activities

(1) Location Survey

(a) At least once each fiscal year, each storing activity shall validate the accuracy of location records and the materiel in location.

(b) The objectives of a location survey are to determine the accuracy of central locator records and inventory requirements and to identify and correct discrepancies in the records and materiel in storage.

(c) The location survey shall validate the following as a minimum:

1 NSN.

2 Lot number (serial number for non-SMCA serial number controlled).

3 Unit of issue.

4 Ownership.

5 Location.

6 Physical security and pilferage code.

7 Completeness and accuracy of magazine data card entries.

8 Quantity.

(d) A verification quantity representing the first count in the physical inventory may be included as a part of the location survey.

(e) Verification of the physical security and pilferage code accuracy means ensuring all materiel assigned codes other than "U" are in secure areas commensurate with the code.

(f) The following discrepancies shall be identified and corrective action started during the location survey. They are used to compute locator accuracy:

1 Materiel in storage with no corresponding location record (establish location record).

2 A location record with no corresponding materiel in storage (kill or delete record location).

3 Mixed stock.

4 Unit of issue.

5 Lot number of serial number.

6 Ownership.

(g) Such working documents as location survey work cards shall be retained at least until a quality control check can be done to verify the accuracy of the survey.

(2) Location Audit Reconciliation

(a) A location audit reconciliation shall be conducted at least once each fiscal year.

(b) The location audit reconciliation is done after location records have been validated by the location survey.

(c) The reconciliation is a match between valid location (custodial) records and the accountable records. The purpose is to identify and correct such conditions as materiel in storage not being on accountable records, materiel being on the accountable record but not in storage, and disagreements between common elements of data.

(d) The following elements of data are compared in the location audit reconciliation:

1 NSN.

2 Unit of issue.

3 Physical security and pilferage code.

4 Condition code.

5 Ownership.

6 Storing Activity.

7 Inventory category code.

8 Lot or serial number.

(e) Each storing activity shall prepare reconciliation request cards (DIC DZH) according to DoD 4140.22-M, and provide them to the ASDA on the following dates:

1 Army: First Tuesday in March.

2 Navy: First Tuesday in May.

3 Marine Corps: First Tuesday in July.

4 Air Force: First Tuesday in September.

(f) On receiving the location audit reconciliation request cards, ASDAs shall compare the data elements to the accountable record and identify discrepancies.

(g) After researching discrepancies, ASDAs shall, as appropriate, either correct the accountable record or prepare a storage item data correction card (other Military Service/Agency) (DIC DZB). This is to update the custodial record as described in section B., above.

(h) Storing activities shall use the DZB cards they receive to correct the custodial record.

(i) The ASDAs shall prepare DoD physical inventory documents (DIC DJA) for stock numbers reported by the storing activity but not on the accountable record, or for those on the accountable record, but not reported by the storing activity. They shall also fill out the DJA cards in accordance with DoD 4140.22-M and send them to the storing activity.

(j) Based on the DJA cards they receive, storing activities shall perform physical inventory as outlined in paragraph F.3.c., below.

c. How to Conduct the Physical Inventory

(1) Scheduling

(a) Storing activities shall inventory each item stored for another Military Service at least once each fiscal year. Reconciliation of the results of the survey shall be as scheduled by the ASDA. For SMCA items, requests for inventory shall be accepted only from AMCCOM.

(b) Storing activities shall perform special, spot, and selected item inventories (type of physical inventory codes C, D, E, and F) upon request of the ASDA.

(c) The ASDAs shall give storing activities a proposed schedule for reconciling physical inventories. The schedule must include cutoff dates and ranges of stock numbers to be reconciled on each date.

(d) After receiving the reconciliation schedule, storing activities shall either approve it or negotiate with the ASDA to find an acceptable date.

(e) The ASDAs may modify schedules previously agreed to, subject to the approval of the storing activity.

(f) Storing activities shall complete physical inventories, including adjustments to the custodial record, before reconciling the inventory with the ASDA.

(g) If unable for valid reasons to complete the physical inventory before the scheduled reconciliation date, the storing activity shall immediately notify the ASDA. This notification must include the reason for the delay and the earliest practical date the reconciliation can be done. The storing activity and the ASDA shall negotiate a mutually agreeable cutoff date. For SMCA items, the notification shall be sent to AMCCOM.

(2) Research Activities During Physical Inventory. Inventory research consists of investigations of potential or actual discrepancies between physical counts and recorded balances. The purpose is to determine the correct balance and the causes of discrepancies. There are three types of research:

(a) Post-count validation is a comparison of physical count with potential recorded balances or another count. The most recent transactions must be considered and include a search of temporary location areas. The purpose of post-count validation ends when the accuracy of the count has been verified, when any necessary recounts have been taken, or the discrepancy is $500 or less.

(b) Preadjustment research is an investigation of potential discrepancies that includes recent transactions, unposted or rejected documentation, search of temporary location areas, and

verification of catalog data. The purpose of preadjustment research is to determine the correct balance. Preadjustment research ends when the balance has been verified or the adjustment quantity determined.

(c) Causative research is an investigation of discrepancies consisting of a complete review of all transactions occurring since the last inventory, including supporting documentation, catalog change actions, shipment discrepancies, and unposted or rejected documentation. The purpose of causative research is to assign a cause to the discrepancy so that corrective action may be taken. Causative research ends when the cause of the discrepancy has been discovered or when, after review of transactions back to the last inventory, no conclusive findings are possible. On a quarterly basis, a list of unresolved physical inventory loss adjustments for controlled inventory items, along with the results of causative research, shall be furnished to security officials of the storage activity from which the loss occurred. The purpose of this action is to determine whether there is probable cause to suspect theft.

(3) Conducting the Physical Inventory

(a) Unless otherwise negotiated, the storing activity shall perform actual counting of materiel according to the appropriate Military Service regulation. Magazine data card quantities may be used as first count quantities.

(b) Physical inventory shall include positive control of materiel and transactions (receipts, issue adjustments, catalog changes) in float, or all transactions other than priorities 01 through 08 issues shall be suspended during counting.

(c) Inventory first counts may be accomplished together with the location survey.

(d) Storing activities shall complete inventory counts, do post-count validation research, and if required, adjust the custodial record balance to agree with the physical count.

(e) Storing activities shall prepare DKA cards as of the close of business on the count date of the inventory reconciliation schedule; send DKA cards to the ASDA by transceiver; not use the "M" modifier to express quantities exceeding the 7-position quantity field of the DKA unless agreed upon between Military Services; prepare additional cards to report the total custodial balance quantity.

(f) The ASDAs shall suspend in-float transactions on the cutoff date for a long enough time to ensure an accurate reconciliation of record balances.

(g) Upon receiving DKA cards from storing activities, ASDAs shall reconcile custodial account balances with accountable record balances.

(h) The ASDAs shall do preadjustment research and adjust the accountable record to agree with the custodial balance quantity, considering in-float transactions.

(i) For discrepancies of $500 or more, and for all discrepancies on controlled or sensitive items, the ASDAs shall do causative research. This research is used to support a report of survey if one is required. The accountable officer is the final approval authority for inventory adjustment. To do causative research or support a report of survey, the ASDA may ask the storing activity to provide transaction histories back to the date of the last inventory.

(j) On the request of the ASDA, storing activities shall provide transaction histories back to the date of the last inventory in support of causative research and reports of survey.

(k) The ASDAs may ask for a recount by preparing a DJA card with management code "M" and sending it to the storing activity.

(l) Storing activities shall do recounts in the same way as other inventories when so requested by the ASDA.

(4) Reporting. When the ASDA or owning Military Service asks for it, storing activities shall provide performance data on locater-record accuracy and other information needed to complete entries in the Report of Inventory Control Effectiveness (RCS DD-I&L(Q)935).

(5) Quality Control. The ASDAs and storing activities shall make physical inventory quality control checks as follows to measure and control error incidence. Included are:

(a) The warehousing function, including checks of storage practices, identification of materiel in storage, and location record accuracy.

(b) Receiving practices, including checks of documentation, quantity, processing timeliness, and verification of daily input data to the location system.

(c) Issuing practices, including checks of legibility of issue documents; accuracy of stock selection to identify, quantities, unit of issues, shelf life, and condition codes; and marking of outgoing shipments.

(d) Validity of automated data, including checks of all keypunched receipts, location inputs, and issue and adjustment documents.

(e) Inventory practices, including checks of all inventory counts, documentation, and adjustments at both the ASDAs and storing activities.

(f) Whenever possible, quality control checks of the work process in subparagraphs F.3.c.(5)(a) through (e), above, should identify the individual performing the tasks so as to provide a means to motivate improved individual performance.

(g) The success of the quality control program depends on continued command and management emphasis and review of performance. Commanders and managers must ensure effective organizational relationships among the functional elements involved on the physical inventory program, these normally include the comptroller, data systems, transportation, warehousing, maintenance, quality control, and supply management.

(h) The ASDAs and storing activities should set up an error cause research program to augment the quality control checks. The program should feature use of statistics for each inspection characteristic to alert managers to the incidence of error growth. Corrective actions should include procedural changes, training of personnel causing the error, or other appropriate actions suggested by error cause analysis.

G. WORK LOAD FORECASTING AND REPORTING

This section describes the mutual responsibilities of the Military Services and the SMCA for forecasting and allocating conventional ammunition work loads at depots, depot activities, and depot elements at AAPs, Naval Weapons Stations (NWSs), and Naval Ordnance Stations (NOSs).

1. Work Load Forecasting Policies

a. Work load Forecast Conferences. The mechanism to ensure full representation of all interests in work load forecasting is the work load forecasting conference. The following policies apply:

(1) The responsible authority for calling work load forecasting conferences is the Chairman, JOCG Munitions Supply Subgroup.

(2) Military Service commands who submit work load to the storing Military Service shall take part in the work loads forecasting conferences. These include representatives of the Army (AMC, AMCCOM, DESCOM, LSSA, and MICOM), Air Force, Marine Corps, and Navy. Representation is normally restricted to command representatives; however, other persons with specific expertise may be requested to take part by the chairman or the host Military Service when needed to support agenda topics.

(3) Each Military Service shall host conferences on a rotating basis at locations mutually agreed to by the host and the Chairman, JOCG Munitions Supply Subgroup.

(4) Conferences shall be held at least 3 weeks before the dates shown in subsection G.2., below.

b. Forecast Documentation. All forecast documentation shall be as specified in this section. Forecasts shall be submitted to Commander, AMCCOM, ATTN: AMSMC-DS, Rock Island, IL 61299-6000.

c. Storage Space Allocation. Formal allocation on storage shall be based on the latest edition of the Storage Manager's Handbook prepared after the work load conference. The storing Military Service may initiate interim changes to space allocations when circumstances dictate. Interim changes shall be documented by message.

2. Work load Forecasting Procedures

a. Participation in the Work Load Forecast Conference. The Chairman, JOCG Munitions Supply Subgroup, convenes the work load forecast conference as necessary. The chairman asks each Military Service command submitting work loads to take part in the conference and provide the needed expertise on forecasted items. Military Services needing storage space shall submit two hard copies of their work load forecasts 3 weeks before the scheduled conference date. These work load forecasts are sent to Commander, AMCCOM, ATTN: AMSMC-DA, Rock Island, IL 61299-6000.

b. Post-Conference Requirements. Storing activities shall be notified of the approved forecasts resulting from the work load conference. This is done as follows:

(1) HQ, AMCCOM, sends the approved forecast for DESCOM depots and depot activities to DESCOM by electrical transmission. It shall use the AUTODIN RIC RUEPABE, content indicator code DHBW, text header cards containing the subject and total number of cards being transmitted (not including the headers), office symbol AMSMC-DSD, and AUTOVON 793-4303.

(2) The Air Force sends a copy of approved forecasts applying to Navy activities by mail to Commanding Officer, Naval Weapons Support Center, ATTN: Code 5021, Crane IN 47522-5099.

c. Work Load Forecast Schedules. Submissions are made according to the following schedule:

(1) Operating Budget Forecast (YRF): 1 February.

(2) Operating Budget Forecast (UDI): 1 August.

(3) Budget Estimate Forecast: 1 February.

(4) FYDP Forecast (initial input): 1 February.

(5) Mobilization Forecast: Concurrent with AMC Readiness Evaluation System.

d. Allocating Storage Space

(1) A summary of forecast work load for each storing installation is used to determine future storage space needs. Specific item requirements, space availability, density factors, and current and projected levels of occupancy as shown in the latest edition of the Storage Manager's Handbook (section I below) shall be considered when allocating storage space.

(2) As nearly as possible, the Chairman, JOCG Munition Supply Subgroup shall honor the location identified, in the work load forecasters submitted by the Military Services. If, however, the forecast for a specific location is not consistent with depot capabilities, utilization policies, or similar factors, the chairperson may suggest that a change in location be negotiated. Such changes are normally accomplished before the work load conference is held.

e. How to Make Changes to Work Load Forecasts and Space Allocations

(1) Changes to Work load Forecasts. When significant variations to previously submitted forecasts occur, send them by message to HQ, AMCCOM, ATTN; AMSMC-DS. Interim changes shall be submitted in the same format as scheduled submissions. All interim changes to work load forecasts previously submitted to DESCOM are made by HQ, AMCCOM. Changes involving Navy storage locations are sent to the address in subparagraph G.2.b.(2), above.

(2) Changes to space allocation resulting from interim changes shall be reflected in the next edition of the Storage Manager's Handbook.

f. Work Load Forecast Points of Contact. Direct liaison on work load forecasts is authorized as follows:

(1) Army

(a) For space requirements:

Commander
U.S. Army Armament, Munitions
and Chemical Command
ATTN: AMSMC-DS
Rock Island, IL 61299-6000

(b) For rockets, guided missiles, and associated equipment:

Commander
U.S. Army Missile Command
ATTN: AMSMI-SDI
Redstone Arsenal, AL 35898-5000

(c) For depot operations:

Commander
U.S. Army Depot System Command
ATTN: AMSDS-PSP/AMSDS-MG
Chambersburg, PA 17201-4170

(2) Navy

Commanding Officer
Naval Weapons Support Center
ATTN: Code 5021
Crane, IN 47522-5099

(3) Air Force

Commander
Headquarters Ogden Air Logistics Center
ATTN: MMWDS
Hill Air Force Base, UT 84056-5609

(4) Marine Corps

Commandant of the Marine Corps
Headquarters, U.S. Marine Corps
ATTN: Code LMG
Washington, DC 20380-0001

g. Detailed Instructions for Submitting Work Load Forecasts
Submit a complete deck of cards for each forecast called for in subparagraph G.2.c., above. After the first submission of each type of forecast, only change cards need be processed.

(1) Command Operating Budget (COB) Revisions (paragraph (1) through (3)). Keypunch all succeeding quarters in the format shown in figure 7-2. Examples: Keypunch all quarters on a UDI card (subparagraph G.2.c(2), above. Summarize forecast data by the appropriate element data number as explained in paragraph h., below, and keypunch into forecast data cards (general purpose card format) in the figure 7-2 alignment. Submit according to the time scheduled in subparagraphs G.2.c.(1) through (3).

(2) Command Budget Estimate (CBE) Forecast (subparagraph G.2.c.(4)). The forecast is a single submission and requires a complete deck of cards. Prepare in the figure 7-2 format and send as scheduled in subparagraph G.2.c.(4) to:

(a) DESCOM for Army depots.

(b) NWSC for Navy activities.

(c) AMCCOM for plants.

(3) The FYDP Forecast (subparagraph G.2.c.(5)). This forecast is a single submission and requires a complete deck of cards. The forecast is limited to element data numbers (EDNs) 110 and 510 only. Element data number 110 (adjustment EDN) represents the total receiving workload, and EDN 510 represents the total shipping workload. Prepare according to the format shown in figure 7-3, as scheduled in subparagraph G.2.c.(5), and send to:

(a) DESCOM for Army depots.

(b) NWSC for Navy activities.

(c) AMCCOM for plants.

(4) The Mobilization Forecast (subparagraph G.2.c.(6)). Each Mobilization Forecast is a completely new submission with no updating of any previous data. It is limited to EDNs 110 and 510 (described in (3) above) only. Prepare according to the format shown in figure 7-4, as scheduled in subparagraph c.(6), and send to:

(a) DESCOM for Army depots.

(b) NWSC for Navy activities.

(c) AMCCOM for plants.

(5) Supply Work Load Forecast Subfunctions. Forecast data shall be submitted on the following subfunctions:

(a) Other Receipts (EDN 110). Tonnage received from any source not identified in subparagraphs G.2.g.(5)(b) through (f), below. This includes Government-furnished material (GFM) from contractors, recalls from property disposal, returns from demilitarization (not involving maintenance processing), and other sources.

(b) Receipts from Procurement (EDN 120). Tonnage received from vendors and other suppliers, such as manufacturing arsenals and loading plants of materiel under first destination transportation.

Legend	Card Column	Explanation
Document Identifier	1-3	Enter the appropriate code as shown below: CBE - Budget estimate (report all four quarters). YRF - Operating budget (report all four quarters). UDI - First update to YRF (report all four quarters).
Routing Identifier Code (TO)	4-6	"B74" - DESCOM "B14" - AMCCOM "P64" - NWSC (via mail)
Routing Identifier Code (FOR)	7-9	Enter the Routing Identifier Code of the depot for which work load is forecast.
Elemental Data Number	10-12	Enter the appropriate elemental data number.
Ammunition Type	13	Enter one of the following codes: a - conventional b - guided missile c - chemical d - special weapons
	14-15	Blank
Routing Identifier Code (FROM)	16-18	Enter the principal's routing identifier code.
Fiscal Year	19	Enter the last digit of the fiscal year (year within decade) for which the forecast is made.
	20-26 35-41 50-56 65-71	Blank

Figure 7-2. Forecast Data Card Formats (Operating Budget, Budget Estimate, and Updates to Operating Budget).

Legend	Card Column	Explanation
Quantity of Secondary Performance Factor (short tons)	27-34 42-49 57-64 72-79	Enter the secondary performance factor quantity by quarter, for the fiscal year entered in cc 19 for the data element number entered in cc 10-12. Right justify all quantities.
	80	Blank

Figure 7-2. Forecast Data Card Formats (Operating Budget, Budget Estimate, and Updates to Operating Budget) (Continued).

(c) Receipts from Posts, Camps, and Stations (EDN 130). Tonnage received from CONUS installations other than depots, procurement, ports, or maintenance.

(d) Receipts from Ports (EDN 140). Tonnage received from CONUS ports. This includes returns from overseas and frustrated shipments at ports.

(e) Returns from Maintenance (EDN 160). Tonnages including both end items and components received into depot storage via central receiving from the maintenance facility.

(f) Receipts from Other Depots (EDN 170). Tonnages received through interdepot transfers.

(g) Other Shipments (EDN 510). Tonnages shipped to any source not identified in subparagraphs G.2.g.(5)(h) through (k), (1), below. This includes GFM to contractors, shipments to disposal, and items for demilitarization not requiring maintenance processing.

(h) Shipments to Posts, Camps, and Station (EDN 520). Tonnages shipped to CONUS installations other than depots, production sources, ports, or maintenance.

(i) Shipments to Ports (EDN 530). Tonnages shipped to both water and aerial ports for onward movement overseas.

(j) Shipments to ILP Consignees:

1 Grant Aid (EDN 546). Tonnages that qualify as Grant Aid shipments from depots and storing activities to International Logistics consignees.

2 Foreign Military Services (EDN 548). Tonnages that qualify as FMS shipments from depots and storing activities to International Logistics consignees.

(k) Shipments to Maintenance (EDN 560). Tonnages including both end items and components to be removed from storage and sent to the maintenance facility within a depot or storing activity. This excludes movement of repair parts and other materiel for maintenance work by and in the maintenance facility.

(l) Shipments to Other Depots (EDN 570). Tonnages to be shipped through interdepot transfers.

(6) Narrative Submissions. A forecast data card format for narrative submissions is shown in figure 7-5.

Legend	Card Column	Explanation
Document Identifier	1-3	Enter "FYP" Five Year Plan annual.
Routing Identifier Code (TO)	4-6	"B74" - DESCOM "B14" - AMCCOM "P64" - NWSC (via mail)
Routing Identifier Code (FOR)	7-9	Enter the Routing Identifier Code of the depot for which work load is forecast.
Elemental Data Number	10-12	Enter the appropriate elemental data number.
Ammunition Type	13	Enter one of the following codes. a - conventional b - guided missile c - chemical d - special weapons
	14-15	Blank
Routing Identifier Code (FROM)	16-18	Enter the Principal's Routing Identifier Code.
	19-44 52-58 66-72	Blank
Quantity of Secondary Performance Factor (S.T.)	45-51 59-65 73-79	Enter the secondary performance factor quantity being forecast by year for the data element number entered in cc 10-12. Right justify all quantities.
	80	Blank

Figure 7-3. Forecast Data Card Format (FYDP).

Legend	Card Column	Explanation
Document Identifier Code	1-3	Enter "MOB" for Mobilization Work load Forecast.
Routing Identifier Code (TO)	4-6	"B74" - DESCOM "B14" - AMCCOM "P64" - NWSC (via mail)
Routing Identifier Code (FOR)	8-9	Enter the routing identifier code of the depot for which the work load is forecast.
Elemental Data Number	10-12	Enter the appropriate elemental data number.
Ammunition type	13	Enter one of the following codes: a - conventional b - guided missile c - chemical d - special weapons
	14-15	Blank
Routing Identifer Code (FROM)	16-18	Enter the principal's routing identifier code.
Fiscal Year	19	Enter the last digit of the fiscal year (year within decade) in which the forecast is prepared.
	20	Blank
Quantity of Primary Performance Factor	21-25 31-35 41-45 51-55 61-65 71-75	Enter the primary performance factor quantity being forecast by month following M-day for the data element number entered in cc 10-12. Right justify all quantities.
Quantity of Secondary Performance (S.T.)	26-30 36-40 46-50 56-60 66-70 76-80	Enter the secondary performance factor quantity being forecast by month following M-day for the data element number entered in cc 10-12. Right justify all quantities.

Figure 7-4. Forecast Data Card Format (Mobilization Forecast).

H. CONVENTIONAL AMMUNITION SCREENING

The purpose of screening conventional ammunition is to provide for maximum use of releasable retention (reimbursable), transferrable retention, and potential DoD excess (nonreimbursable) stocks of ammunition materiel. This section discusses the procedures used by the Military Services to perform inter-Service screening of assets and requirements prior to either procurement or disposal of ammunition assets. All documentation required by this section shall comply with DoD retention and transfer policy and other related guidance.

1. Screening for Requirements

a. The requiring Military Service shall ensure that all potential alternative sources of supply are exhausted before authorizing a procurement action. The requiring Military Service communicates directly with potential supply sources by letter, teletype, or telephone to determine if assets are available to satisfy the requirement.

b. After all potential supply sources have replied to the inquiry, the requiring Military Service evaluates offers and notifies offering activities of acceptance or rejection. Rejected offer notifications must include the reasons for rejection.

c. For accepted offers, the requiring Military Service shall submit a MILSTRIP requisition to the offering Military Service.

d. To permit audit reviews, each Military Service maintains a record file of the following documents:

(1) Interrogations, including followups.

(2) Replies to interrogations.

(3) Acceptance or rejection decisions.

(4) Requisitions, including current status.

e. Procurement actions are normally begun after all replies to interrogations have been received and evaluated. For urgent mission requirements, procurement action may be started concurrently with submission of a priority interrogation.

f. The procurement MIPR must contain a statement certifying that a DoD-wide review of assets has been done or that the item(s) is peculiar to the requiring Military Service. This certification requirement does not apply to:

(1) Procurement requests under $50.

Legend	Card Column	Explantion
Document Identifier Code	1-3	CC 1 - "N" CC 2-3 "0 - 99" (narrative sequence.
Routing Identifier Code (TO)	4-6	"B74" - DESCOM "B14" - AMCCOM "P64" - NWSC (via mail)
Routing Identifier Code (FOR)	7-9	Enter the routing identifier code of the depot to which the narrative pertains.
Elemental Data Number	10-12	Enter the appropriate elemental data number.
Ammo Type	13	Enter one of the folowing codes: a - conventional b - guided missile c - chemical d - special weapons
	14-15	Blank
Routing Identifier Code (FROM)	16-18	Enter the Principal's routing identifier code.
Fiscal Year	19	Enter the last digit of applicable fiscal year (year within decade).
Narrative	20-78	Detailed narrative in sentence form explaining variances.
	79-80	Blank

Figure 7-5. Forecast Data Card Format (Narrative).

(2) Items initially introduced into the supply system prior to R&D, test, and acceptance.

(3) Add-on quantities to previously submitted MIPRs or other procurement documents.

(4) Items for which the requiring Military Service is the only user.

2. Offering and Transferring Assets

a. Assets stratified according to DoD Directives as Approved Force Acquisition Objectives (AFAO) are transferred as follows:

(1) When notified of a requirement for a current fiscal year procurement of an item, the supplying agency transfers that portion of AFAO stocks of the item that exceeds:

(a) Pre-positioned war reserves.

(b) Required on-hand and on order peacetime supply levels.

(c) Current fiscal year net issue requirements.

(2) Transfers are made on a reimbursable basis.

b. Military Service excess stocks are reported by the owning Military Service directly to potential users. DD Form 2359 (figure 7-6) is normally used for reporting Military Service excess stocks. Teletype may be used if time is a factor and the situation warrants faster action. The entries in DD Form 2359 are self-explanatory. Report Military Service excesses according to following instructions:

(1) Replies are not normally requested in less than 30 days.

(2) Forward offers in two copies. One authenticated reply copy is to be returned.

(3) In the "Materiel Required" column, enter the MILSTRIP requisition number for acceptable stock; otherwise, enter "none."

c. Excess materiel in Army storage is reported as excess and transferred to the Army O/P Code M account using DD Form 2359 and as prescribed in Military Service procedures. Before transferring excess stocks to the SDPDA, the SMCA must screen for potential Military Service customers.

d. Excess materiel in the retail account requiring return to an Army storage activity is reported to the SMCA for storage location determination.

e. Excess non-SMCA materiel in Army storage activities is transferred directly to the SDPDA by the owning Military Service.

I. STORAGE MANAGER'S HANDBOOK

The "Storage Manager's Handbook" displays SMCA ammunition storage capability, current utilization, and projected capability and utilization through the FYDP forecast. Additionally, the handbook is the basis for intra- and inter-Service space allocations and is used in work load planning and development of distribution plans. The handbook also provides storage-related reference data for use by all levels of storage space management.

1. Basic Policies Pertaining to the "Storage Manager's Handbook"

a. The "Storage Manager's Handbook" is the source document for allocating space at DESCOM depots and depot activities.

b. Space and tonnage data in the handbook apply at ammunition storage only. In addition to conventional ammunition as defined in DoD Directive 5160.65, the handbook includes chemical, missile, and nuclear munitions as well. Reported items include all SMCA and non-SMCA items stored in Army storage facilities. Space and tonnage data for other types of materiel, such as industrial plant equipment (IPE) and strategic materiel are not reported in the handbook.

c. The handbook is prepared and distributed quarterly.

2. Determining Storage Space. Aisle, structural, and support space for each type of storage facility are determined according to prescribed storage space utilization standards. A factor of 65 percent shall be applied to the adjusted gross storage space to arrive at the net storage space. Compute the aisle, structural, and support space for line 05 of the report by applying a factor of 35 percent to the adjusted gross storage space. The adjusted gross storage space is line 01 minus the sum of lines 02, 03, and 04. A sample is shown in table 7-1:

NOTIFICATION OF EXCESS

1 DATE SUBMITTED (YYMMDD)	2 LIST NUMBER	REPORT CONTROL SYMBOL MIL (AR) 1686

3 NAME OF PERSON TO CONTACT (Last, First, Middle Initial)	4 OFFERED TO	5 DATE REPLY REQUIRED (YYMMDD)

This Agency has no requirement for the items listed below, except those that have a MILSTRIP requisition document in the "Materiel Required" column.

6 AUTHENTICATED BY

a TYPED NAME (Last, First, Middle Initial)	b SIGNATURE	c PHONE NUMBER

7 EXCESS ITEMS

a ITEM NUMBER	b NSN	c DODIC	d NOMENCLATURE	e QUANTITY	f CONDITION CODE	g LOCATION	h MATERIEL REQUIRED

DD Form 2359, APR 85

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Figure 7-6.

Table 7-1

CALCULATION OF STORAGE SPACE

LINE		SQ FEET
01	Gross Storage Space	100
02	Unusable	2
03	Outgranted	8
04	Standby	10
05	Aisle, Struc, Support	28
06	Net Storage Space	52

The unusable, outgranted, and standby space is substracted from the gross storage space (100 - 20 = 80). Sixty-five percent of the adjusted gross storage space is available for storage, thus the aisle, structural, and support space is 35 percent of 80 = 28.

3. Ensuring Uniform Data. To ensure uniformity of data submitted for standard ammunition storage facilities, use the gross areas shown in Table 7-2 for the listed types of structures. For all other structures, use the interior dimensions to calculate the gross areas. Note that Military Service magazines and storage buildings used for intermediate short-term storage of small amounts of material in direct support of production lines, maintenance and renovation lines, and the like are not included in the gross storage space reported.

Table 7-2

GROSS SQUARE FEET (GSF) FOR AMMUNITION STORAGE STRUCTURES.

TYPE	GSF
A. EARTH-COVERED MAGAZINES	
1. Igloos	
(a) 26.8' x 40'	1,072
(b) 26.8' x 60'	1,608
(c) 26.8' x 80'	2,144
2. Stradleys	
(a) 25' x 40'	1,000
(b) 25' x 60'	1,500
(c) 25' x 80'	2,000
3. Powder Magazine - 50' x 100'	5,000
4. Fuze and Detonator Magazine 25' x 20'	500
B. Above-Ground Magazines	
1. Standard AGM - 48'4" x 215'	10,392
2. Inert Warehouse - 50' x 200'	10,000
3. Corbetta	
(a) 44'7" Diameter	1,561
(b) 52' Diameter	2,124

4. Special Requirements for Hawthorne, McAlester, and Crane Facilities

Although Hawthorne and McAlester AAPs and CAAA have dual missions of production and depot operations, these installations shall report only under the criteria for plants. That space used for depot operations

shall be reported in lines 16 through 31. To determine the distribution of storage space at these installations, the requirements to support the production mission are given first consideration. After determining requirements for industrial space, the remaining space is reported for depot operations use as wholesale storage space.

5. Information Flow to the "Storage Manager's Handbook." The following step-by-step procedures tell how information is originated, validated, filed, and ultimately published in the handbook.

a. The commanders of AMCCOM plants and arsenals listed in Table 7-3 submit data to AMSMC-DSD-PB in general purpose transaction card format as shown in figures 7-8 and 7-9.

b. The commanders of DESCOM depots and depot activities listed in Table 7-3 submit data to LSSA in general purpose transaction format as shown in figures 7-7 and 7-9.

c. The Commander, AMCCOM, AMSMC-DSD-PB, validates data on the ammunition plants and arsenals and submits it to AMSMC-MSC-LS.

d. The Chief, LSSA (AMXLS-LILC), validates data from the DESCOM depots and depot activities and submits it to AMSMC-DSD-PB.

e. The Commander, AMCCOM, AMSMC-DSD-PB, submits forecast data to AMSMC-MSC-LS for DESCOM depots and AMCCOM depot activities concurrently with submission of forecast data to DESCOM as called for in section G., above.

f. The Chief, AMSMC-MSS-HM, provides programing and design support.

g. The Chief, AMSMC-DSD-PB, maintains files of input data.

h. The Chief, AMSMC-MSC-LS, processes input data.

i. The Chief, AMSMC-DSD-PB, reviews, authenticates, publishes, and distributes the "Storage Manager's Handbook," and maintains section I. The handbook shall be distributed no less than 30 working days after the end of the report period.

6. Detailed Procedures for Preparing the "Storage Manager's Handbook"

a. Frequency of Publication. The handbook shall be prepared and published quarterly. The data shall be as of the last day of each quarter.

b. Routing Schedule

(1) The DESCOM depot and depot activity data shall be developed, validated, and dispatched by AUTODIN to arrive at LSSA, Chambersburg, PA 17201, no later than 7 working days after the end of the quarter.

Table 7-3

REPORTING INSTALLATIONS - "STORAGE MANAGER'S HANDBOOK"
DEPOTS/DEPOT ACTIVITIES

IIC		IIC	
AKWQ	Anniston	UAUW	Red River
HLXO	Fort Wingate	USVD	Savanna
NDAM	Letterkenny	VHAV	Seneca
BVJS	Lexington-Blue Grass	VRES	Sierra
PHZR	Navajo	XABS	Tooele
TUFL	Pueblo	XNHN	Umatilla

PLANTS/ARSENALS

IIC		IIC	
ATNL	Badger	RUGN	Newport
EMPTY	Cornhusker	TFDW	Mississippi
KXXX	Holston	TGAW	Pine Bluff
LLOG	Indiana	TWUS	Radford
LNLM	Iowa	TZRL	Ravenna
LVTO	Joliet	UKEV	Rocky Mountain
LYKN	Kansas	WMMC	Sunflower
MQUZ	Lake City	XLEZ	Twin Cities
NPMM	Lone Star	YASZ	Volunteer
NQDZ	Longhorn	ZZFL	Crane
NSNZ	Louisiana	ZZSH	Hawthorne
QFNJ	Milan	ZZEK	McAlester

IIC - Installation Identity Code

(2) The LSSA verifies and sends the data to HQ, AMCCOM, AMSMC-DAD-PB, Rock Island, IL 61299-6000, no later than 15 days after the end of the report period.

(3) The AMCCOM plants and arsenals shall submit transactions (or hard copy) in time to reach AMSMC-DSD-PB 7 working days after the end of the report period.

Data Element	Card Columns	Explanation
DIC	1-3	(To be assigned)
Routing Identifier of Owner	4-6	B14 - Army (AMCCOM) B64 - Army (MICOM) FG5 - Air Force (All) NCB - Navy (All) MHQ - Marine Corps B5A - Demil 11D - Depot Property Blank - other
Installation Code	7-10	(See table 7-3)
Line Code	11-12	01 - Gross Storage Space 02 - Unusable 03 - Outgranted 04 - Standby 05 - Aisle, Structures, Support 06 - Net Storage Space 07 - Occupied 08 - Percent Occupancy 09 - Percent (S/T) 10 - Army Occupied 11 - Army (S/T) 12 - AMCCOM Occupied 13 - AMCCOM (S/T) 14 - MICOM Occupied 15 - MICOM (S/T) 16 - Air Force Occupied 17 - Air Force (S/T) 18 - Navy Occupied 19 - Navy (S/T) 20 - Marines Occupied 21 - Marines (S/T) 22 - Demil (B5A) Occupied 23 - Demil (S/T) 24 - Depot Property (11D) Occupied 25 - Depot Property (S/T) 26 - Other Occupied 27 - Other Occupied 28 - Vacant

Figure 7-7. Depot Report Format.

Data Element	Card Columns	Explanation
		29 - COB Forecast Space 30 - COB Army 31 - COB AMCCOM 32 - COB MICOM 33 - COB Air Force 34 - COB Navy 35 - COB Marines 36 - Demil 37 - Depot Property 38 - Other 39 - (FY 86) Vacant Space 40 - CBE Forecast Space 41 - CBE Army 42 - CBE AMCCOM 43 - CBE MICOM 44 - CBE Air Force 45 - CBE Navy 46 - CBE Marines 47 - Demil 48 - Depot Property 49 - Other 50 - (FY 87) Vacant Space 51 - FYDP Forecast Space 52 - FYDP Army 53 - FYDP AMCCOM 54 - FYDP MICOM 55 - FYDP Air Force 56 - FYDP Navy 57 - FYDP Marines 58 - Demil 59 - Depot Property 60 - Other 61 - (FY 90) Vacant Space

NOTE: Data for lines 1-28 shall be submitted by the respective installation in accordance with paragraph 5. Data for lines 29 through 61 shall be provided by AMSMC-DS. Forecasted space for lines 30 through 35; 41 through 46; and 52 through 57 shall be distributed by forecasting activity by type of space according to current density achieved. Forecasted space for lines 36 through 38; 47 through 49; and 58 through 60 shall be the currently occupied space for those owners. COB updates shall be incorporated into forecasted lines.

Figure 7-7. Depot Report Format (Continued).

Data Element	Card Columns	Explanation
	13	Blank
Earth-Covered Magazine	14-20	Enter applicable whole number (right justified)
Aboveground Magazine	21-27	Same as above
Warehouse	28-34	Same as above
Other Covered	35-41	Same as above
Open Improved	42-48	Same as above
Open Unimproved	49-55	Same as above
	56-80	Blank

Figure 7-7. Depot Report Format (Continued).

Data Element	Card Columns	Explanation
DIC	1-3	(To be assigned)
Routing Identifier of Owner	4-6	B14 - Army (AMCCOM) B64 - Army (MICOM) FG5 - Air Force (All) NCB - Navy (All) MHQ - Marine Corps B5A - Demil Blank - Other
Installation Code	7-10	(See table 7-3)
Line Code	11-12	01 - Gross Storage Space 02 - Unusable 03 - Outgranted 04 - Standby 05 - Aisle, Structural, Support 06 - Net Storage Space 07 - Occupied 08 - Percent Occupancy 09 - Percent 10 - Vacant 11 - Industrial Space Net 12 - Occupied 13 - Percent Occupancy 14 - Percent (S/T) 15 - Vacant 16 - Wholesale Space Net 17 - Occupied 18 - Percent Occupancy 19 - Percent (S/T) 20 - Army Occupancy 21 - Army (S/T) 22 - Air Force Occupied 23 - Air Force (S/T) 24 - Navy Occupied 25 - Navy (S/T) 26 - Marine Occupied 27 - Marine (S/T) 28 - Demil Occupied 29 - Demil (S/T) 30 - Other Occupied 31 - Other (S/T) 33 - MOB Space Required

Figure 7-8. Plant Report Format.

Data Element	Card Columns	Explanation
	13	Blank
Earth-Covered Magazine	14-20	Enter applicable whole number (right justified).
Aboveground Magazine	21-27	Same as above
Warehouse	28-34	Same as above
Other Covered	35-41	Same as above
Open Improved	42-48	Same as above
Open Unimproved	49-55	Same as above
	56-80	Blank

Figure 7-8. Plant Report Format (Continued).

Space Utilization Remarks

Data Element	Card Columns	Explanation
DIC	1-3	(To be assigned)
Routing Identifier of Owner	4-6	Same as data card
Installation Code	7-10	(See table 7-3)
Line Code	11-12	Same as data card
Column Code	13	A - Earth-Covered B - Aboveground C - Warehouse D - Other Covered E - Total Covered F - Improved G - Unimproved
Remarks Card Column	14	Enter "R" (constant)
Line Number Sequence	15-16	Enter right justified Code sequentially numbered to permit proper deck order.
Remarks	17-80	Enter appropriate remark. Multiple cards are accepted by using sequence code in cc 15-16.

Figure 7-9. Space Utilization Remarks Card Format.

(4) The data are validated by AMSMC-DSD-PB and shall be submitted to AMSMC-MSC-LC no later than 15 days after the end of the report period.

(5) All data submitted to AMSMC-DSD-PB by AUTODIN must be sent by CIC DHKW.

c. Preparing the Handbook. Data elements are defined in Appendix E.

(1) Although only changes to the handbook shall be submitted to AMSMC-DSD-PB, the entire data card must be submitted when submissions are made on changes occurring in the field. For example, if a change occurs in "Other Covered," the other fields of that date card ("Earth-Covered," "Aboveground" Warehouse, and so forth) must be completed. Each data card must include card columns 1-12 information (figure 7-9). When data are received at the FOCG data bank, it is inserted in the record and remains until changed by a new data card. "Remarks" cards are not stored. Therefore, it is necessary to submit a complete remarks deck, including both new remarks and older unchanged remarks, with each submission.

(2) If there are no data changes, a negative report shall be submitted by message.

(3) Leading zeros or zero-filling quantities are not needed because they are inserted by the computer.

(4) All space data shall be rounded to the nearest thousand. Units shall be expressed in thousands of square feet (1,171,355 = 1, 171; 3,456,888 = 3,457).

(5) All tonnages shall be expressed in short tons rounded to the nearest whole number (14,756.4 = 14,756; 78,398.6 = 78,399).

(6) The total covered space requirement for DESCOM depots and depot activities for the COB, CBE, FYDP, and official updated forecasts by owner shall be provided by AMSMC-DS. These data are keypunched in card columns 35-41 and proportionately stratified by the computer based on current utilization. If more space is needed, keypunch the amount in card columns 35-41 and over punch card column 41 with an 11 to show minus.

(7) When remarks apply, this shall be identified by line number and column code. (Example: "line 03, column A.")

(8) Remarks are provided in each submission for the following reasons:

(a) To identify space reported as outgranted by the user and to show the amount of space.

(b) To explain the reason(s) for space reported as unusable.

(c) To identify "Other" by account (owner), tonnage, and square feet.

(d) To identify storage space by type of structure needed for covered storage of materiel currently reported in open storage.

(e) To identify storage by type structure needed for rewarehousing plans other than movement from open to covered storage.

(f) To identify by account (owner) all data reported by plants, such as space and tonnage reported under "Industrial Space - Occupied," and "Industrial Space - S/T," when such data applies to an owner (account) other than Army.

(g) To account for the difference, if any, between the "Gross Storage Space" reported for "Earth-Covered" and "Aboveground Magazines" in the report and the gross storage space reported for the same type of facilities in the most recent DD Form 805.

(h) To identify vacant space reported as occupied due to restrictions caused by quantity-distance criteria.

(i) To identify by type waiver, exception, or exemption the number of square feet occupied by type of facility.

J. MANAGEMENT STANDARDS AND GUIDELINES

This section imposes uniform goals and measurement standards for SMCA supply actions.

1. Management Controls and Reports. Supply performance reports and Military Service and SMCA analyses of respective portions of the pipeline shall be included in the agenda for each Supply Group meeting. This includes actions completed or underway to improve performance. In order to do this in an accurate and useful way, the Military Service ICPs and the SMCA shall take the following actions to maintain, analyze, and report supply performance:

a. The Military Service ICPs. The Military Service ICPs shall:

(1) Maintain management controls to account for, report, analyze, and take appropriate action to comply with the supply performance standards in this section.

(2) Report quarterly to the SMCA on transaction item report (TIR) rejection rates and their causes.

(3) Report their records mismatch rates resulting from the semiannual balance reconciliation semiannually to SMCA.

b. The SMCA. The SMCA shall:

(1) Report to the Military Services by individual Military Service at least quarterly, separating backorder releases from immediate issues, on the following areas:

(a) Total pipeline performance.

(b) Performance by UMMIPS cycle segment on:

1 Submission time.

2 Military Service ICP processing time.

3 SMCA ICP processing time.

4 Depot and storage site processing time.

5 Transportation hold time.

6 Transit time.

(c) In-transit data card return rate by customer.

(d) Referral actions.

(2) Report quarterly to the Military Services, by individual Military Service, or depot denial rates.

(3) Report their SMCA denial rates quarterly to the Military Services.

(4) Report the record audit and balance performance with the Army storage activities semiannually to the Military Services.

2. UMMIPS Time Standards

a. Time standards of the supply of materiel, from the time the requirement was originated (requisition date) to the time of physical receipt posting on the requisitioner's inventory record, are established by DoD Directive 4410.6.

b. The standard for the in-transit data card return rate is 95 percent.

c. The standard for SMCA denials is 1.5 percent of the referrals issued during the period.

d. The standard for depot denials is 1.5 percent of the MROs issued during the period.

e. The standard for TIR reject rate is 2 percent.

f. The standard for the semiannual balance reconciliation is 98 percent.

g. The standard for the semiannual records audit and balance between the SMCA and Army storage activities is 98 percent.

K. CONTINGENCY PLANNING

The purpose of this section is to set up uniform policies and procedures for resupply support during mobilization and for operational planning. The instructions that follow provide for planning and receipt of SMCA-managed items in support of contingencies. The data provided must include detailed DoDAC/NALC level time-phased munitions requirements, quantitatively expressed and to include aerial and surface ports of discharge, type of movement requirement; i.e., assault, resupply of buildup. They do not apply to routine support of training requirements and basic load.

1. Military Services' Responsibilities. The Military Services compute requirements for resupply support of subordinate elements for each mobilization and operation plan and report these requirements to the SMCA. Requirements are identified in three categories:

a. Preplanned Supply. These are requirements identified by the Military Services prior to commitment of subordinates to the execution of a mobilization or operation plan. They are based on data and information in the mobilization scenario or operation plan, dictated by higher authority, or computed on the basis of weapons densities, anticipated combat intensity, daily ammunition rates, and duration of the commitment. The Military Services prepare these known requirements in preplanned supply document format on computer tape and deliver one copy of the tape to the Mobilization and Readiness Evaluation Branch (AMSMC-DSP-M), Defense Ammunition Directorate, HQ, AMCCOM. The Military Services shall be responsible for the modification of, addition to, or deletion of these requirements as their commitments under the various mobilization and operation plans change. They report changes to ammunition requirements to the Mobilization and Readiness Evaluation Branch for updating the document file accordingly. They must verify the preplanned supply documents annually, whether or not the data were modified during the period. This is accomplished by the same means as indicated above.

b. Walk-In Requisitions. These are additional requisitions prepared by the Military Services to support specific mobilization or operation plans not previously included in Ammunition Basic Load or preplanned supply documents. Walk-in requisitions are those items required to enhance the Ammunition Basic Load or preplanned supply documents being processed or already resident in the supply system. Walk-in requisitions are for immediate resupply support requirements and should include all MILSTRIP data.

c. Military Service-Managed Items, Non-SMCA in CONUS Wholesale Storage. These items represent shipment work loads and will compete for outloading resources with SMCA managed items. To enable the SMCA to properly plan for this work load, the Military Services shall provide data on these items for each mobilization scenario and operation plan. The required outloading requirement data for Military Service-managed items is calculated in short tons by day and by storage sites.

2. SMCA Responsibilities. The SMCA maintains and inducts the preplanned supply documents and reports to the Military Services the results of the application of requirements to available assets and resources. This is normally accomplished during the scheduled refinement of an operational plan.

a. Maintenance of Preplanned Supply Documents. This consists of modifying, adding to, or deleting from the requirements based on requests from the Military Services. Changes are submitted to the SMCA on cards or magnetic tape and inducted to update the preplanned supply document tape files on an as-required periodic basis.

b. Induction of Preplanned Supply Documents. This is done at the call of the Military Services by authenticated message. Induction messages must include the Julian date of requisition, actual ship to address, the "real world" required delivery date (RDD), and any other pertinent MILSTRIP data.

c. Handling Military Service-Managed Item Requirements. The SMCA places the daily shipping requirement in short tons for these items in the mobilization planning system for each site affected. The short tons are deducted from each site's stated capability on the days indicated before action is taken on SMCA-managed items. This procedure reserves outloading capability in the wholesale base for Military Service-managed items.

d. Providing data to the Military Services. The SMCA places into its mobilization planning system the most current requirements available from each Military Service on a plan-by-plan basis. The output from this action is provided to the Military Services via tape reflecting items sourced and items shortfalled. The data provided indicates at the item level the short tons of supply, by depot, by day, and the items and quantities in shortfall as indicated by the document number.

3. How to Submit SMCA Replanned Supply Documents

a. Format. The format for preplanned supply documents is shown in figure 7-10.

(1) Using a classified addendum to the preplanned supply document, the four position Joint Operations Planning System Geographic Location Code assigned to each unique type of transaction shall be provided. The foregoing applies to the Navy, Air Force, and Marine Corps.

(2) Army requirements received via the automated HQ, AMCCOM, HQ, DESCOM, requirements computational process are converted by the SMCA to preplanned supply documents. These then are used by the SMCA to refine the Army portion of an operation plan. Requirements generated by any Army component must be provided in the SMCA preplanned supply document format.

b. Mode of Transmission. Unclassified magnetic tape is the desired mode of transmission for these requisitions.

c. Timing of Requirements Processing. The timing for providing requirements is paced by the Joint Deployment Agency (JDA) and Unified/ Specified Commanders Planned Refinement conferences. Each year the JDA provides the Military Services a schedule of plans to be refined during that year. The Military Services should provide their requirements to the SMCA at least 60 days prior to the date shown on the JDA schedule. The SMCA provides to the Military Services the data shown in paragraph K.2.d. above at least 30 days from the date shown on the JDA schedule.

4. Call Up of Initial Preplanned Support Packages. Preplanned supply support packages may be called to theater by package under a "pull" supply support concept. These packages should only be planned for a theater where a structured ammunition logistical supply base does not exist. This package concept differs from the foregoing in that it is support planned after initial execution of an operation plan for areas capable of handling limited amounts of ammunition in the theater. The in-theater logistics unit can pre-position packages on blocks of ammunition requisitions to be called by a single message, rather than having to cite individual ammunition items. Packages or blocks shall be configured to meet a changing theater environment, such as intensity or type of warfare. Pre-position packages must be numbered. Requisitions for the packages are prepared and maintained by the designated logistics agency using standard MILSTRIP procedures.

L. REUSABLE RETURNABLE MATERIAL

Material returned to the SMCA wholesale account may often be economically used in the manufacture or renovation of conventional

Card Column (CC)	Field Legend	Explanation
1-3	Document identifer code	U04 or U0D (Army) U44 or U4D (other Services)
4-6	Routing identifier code	B14 (constant)
7	Media status code	Service determined
8-15	Department of Defence Ammunition Code (DDAC)	Variable
6-22	Filler	Reserved for future use
23-24	Unit of issue	Variable
25-29	Quantity required	Variable (see Note 1)
30-35	Requisitioner code	FW2026 (Air Force) MMHQ50 (Marine Corps) N00104 (Navy) W52H09 (Army)
36-39	Date of requisition	Nonexistent Julian date (see Note 2)
40-43	Serial number	Service determined
44	Demand	Blank
45-50	Supplementary address	Blank
51	Signal code	D (constant)
52-53	Fund code	GA (constant)
54-56	Filler	Reserved for future use
57-59	Project code	Service determined
60-61	Issue priority designator	02 (constant)

Figure 7-10. SMCA Preplanned Supply Document Format.

Card Column (CC)	Field Legend	Explanation
62-64	Required delivery date (RDD)	Service determined (number of days from C-day)
65	Type of movement code	A - Ammunition basic load (other than PACOM plans) A - PPWR shortfalls (other than PACOM plans) H - Ammunition basic load (PACOM plans) N - Allied R - Resupply S - Supply buildup
66	Filler	Reserved for future use
67	Computer service code	A - Army F - Air Force M - Marine Corps N - Navy X - Ammunition basic load
68-69	Geographic location code	Service determined (see Note 3)
70-74	Computed required delivery date	Calendar year followed by RDD in CC 62-64: For example, 85005 (C005) or 86015 (C015)
76-80	Filler	Blank

Note 1: For all Federal Supply Class 13 items, create multiple documents using the M-modifier in CC 29. The residual quantity not qualifying for an M-modifier shall be reflected on the final document for that DODAC.

Figure 7-10. SMCA Preplanned Supply Document Format (Continued).

Card Column (CC)	Field Legend	Explanation

Note 2: CC 36 shall reflect the second position of the year the OPLAN is scheduled for refinement followed by three Os in CC 377-39 (e.g., 5000 or 6000). This date is referred to as the Julian date of C-day and is used by the computer model to measure the flow, in numbers of days, from origin to POE and to ASP.

Note 3: A two-position alpha or alpha numeric assigned to each unique ASP. For example, if ASP "A" was being serviced by one APOD and one SPOD, the code identified in CC 68-69 would be the same. This code would change when ASP "A" was being serviced by more than one APOD or more than one SPOD and when the Type of Movement Code (CC 65) changed. For example, if the original ASP "A" was required under an "R" type of movement and now is also required under an "S" type of movement, a new two position Geographic Location Code is mandatory. This is necessary to assign unique cargo increment numbers to each type of movement requirement. The following series of alpha codes have been reserved for each of the Services components:

Army - All A through E plus Q through Z combinations (any alpha numeric combination)

Air Force - All F through L, O, and P combinations (any alpha numeric combination)

Marine Corps - I MAF - MA through MH
II MAF - MI through MP
III MAF - MQ through MX

Navy - NAVEUR - NA through NJ
CINCLANTFLT - NK through MP
CINCPACFLT - NS through NZ

General Notes: (a) Data are required on unclassified 9-track, 1600 BPI magnetic tape or card input transmitted via AUTODIN. Record character length is 80, blocking factor 1.

(b) A classified addendum to the document number shall be provided by priority teletype identifying the APOD/SPOD/ASP combination (by the 4-position JOPS GLOC) to which the 2-posi tion geographic location code (CC 68-69) was assigned.

Figure 7-10. SMCA Preplanned Supply Document Format (Continued).

ammunition. This section provides general guidance for returning reusable returnable material to the CAWCF and wholesale accounts.

1. What is Reusable Returnable Material?

a. Returnable material is any material that is:

(1) Projected for utilization by the CAWCF to support the current year or subsequent budget year program, as well as material projected by the program manager for use beyond the budget year, or

(2) Projected by the Military service ICP for use in a renovation program.

b. Automatic reusable returnable material is identified by the CAWCF program manager or the Military Service ICP as having immediate or planned use in the manufacturing or renovation processes. It must be so designated in writing and directed to be returned to a specific CAWCF or wholesale storage location, depending on projected use.

c. Nonautomatic reusable returnable material is that which becomes available on a case-by-case basis and is returned according to one of the following:

(1) Special instructions developed jointly by the CAWCF program manager and the Military Service ICP.

(2) Instructions by the Military Service ICP for material to be used in the renovation process.

2. Policies for Using Reusable Material

a. Reusable returnable material shall be used for the manufacture or renovation of conventional ammunition whenever economically feasible.

b. Military Service participation in the CAWCF reusable returnable material program is optional.

c. Reusable returnable material accepted into the CAWCF for use in manufacturing shall be returned in the form of reductions in the operating gain or loss surcharge in the out years. Transportation costs for authorized returnable material CONUS returns shall be paid for by the CAWCF.

d. Reusable returnable material directed into the HQ, AMCCOM, wholesale account for future use by the owning Military Service shall be receipted for in the applicable Military Service ownership code. Transportation funds for material returned to the wholesale account shall be provided by the owning Military Service.

e. The Military Service returning the reusable returnable material to either the CAWCF or the wholesale account shall bear all costs at origin for packing, crating, and handling.

f. Military Services shall instruct shipping activities to ensure that enough quantities of reusable returnable material have been accumulated for economical shipment by combining compatible materials when possible.

g. Military Services shall instruct shipping activities to ensure generically inert components and packaging material derived from ammunition and hazardous chemical munitions are inspected to detect contamination by the activity generating the returnables. All packaging materials shall be opened to ensure no hazardous chemicals or ammunition items are present. Qualified responsible personnel inspecting the material shall submit a certificate of inertness as part of the turn-in documentation required by DoD 4160.21.1, Chapter II, subsection D.2.

h. Developing and distributing instructions for reporting reusable returnable material by the field or fleet to the Military Service ICP is the responsibility of the individual Military Service ICP.

i. HQ, AMCCOM, shall publish and distribute at least annually a reusable returnable material list showing material to be automatically returned.

j. Military Service ICPs shall coordinate in writing with HQ, AMCCOM, for all suggested candidate items to be included in or deleted from the automatic reusable returnable material list.

k. Reusable material returned to support conventional ammunition renovation programs shall be recorded on the HQ, AMCCOM, accountable record by Military Service ownership in the wholesale account.

l. Reusable material returned for future use in the manufacture of SMCA managed conventional ammunition items shall be recorded on the HQ, AMCCOM, accountable record by GOGO/GOCO CAWCF location routing identifier code.

m. HQ, AMCCOM, shall establish and monitor the quantity level of returnable material inventories to be on hand to support known requirements.

3. Managing the Reusable Returnable Materiel Program

a. Headquarters, AMCCOM (AMSMC-DS)

(1) Coordinates with the Military Service ICPs and the CAWCF program manager for the accumulation of information and the publication of the reusable returnable material list. The list is distributed in October of each year at its discretion, HQ, AMCCOM, may publish additional lists as the need arises. When additional lists are published, they shall always supersede previous lists and instructions.

(2) Ensures the reusable returnable material list is distributed to:

(a) Army - HQ, AMCCOM, Rock Island, Illinois.

(b) Navy - SPCC, Code 853, Mechanicsburg, Pennsylvania.

(c) Air Force - OOALC, Ogden, Utah.

(d) Marine Corps - HQ, U.S. Marine Corp, Code LMG, Washington, DC.

(3) Formats the reusable returnable material list to provide:

(a) Instructions for returning reusable material to the wholesale and CAWCF accounts, which shall include at least the following:

1 Item NSN.

2 Item nomenclature.

3 In-the-clear and coded MILSTRIP ship-to activity address.

4 Transportation fund cite by Military Service as applicable.

5 Any special packing, shipping, marking, inspection, serviceability, standards, and guidance, as applicable.

(b) Information on reusable items shall not be automatically returned without the prior approval of HQ, AMCCOM.

b. The CAWCF Program Manager (AMSMC-PD). The CAWCF Program Manager shall:

(1) Review Military Service requests for the return of reusable material to the CAWCF.

(2) Coordinate with the Military Services on all decisions on accepting or denying reusable material offered to the CAWCF.

(3) Maintain surveillance on known or projected production requirements that could use reusable returnable material.

(4) Obtain approval from HQ, AMCCOM (AMSMC-DS), and coordinate the transfer of available wholesale assets to the CAWCF for use in new production.

(5) Determine the storage location to be designated the ship-to activity by item and location for reusable material to be returned to the CAWCF account.

c. The Military Services. The Military Services shall:

(1) Obtain approval from the CAWCF program manager (AMSMC-PD) for items of reusable material to be returned to the CAWCF.

(2) Provide HQ, AMCCOM (AMSMC-DSD-CA), information required by paragraph M.3.a.(3)(a), above, during the period 1-15 September each year. (Submission of reusable material list information for publication at other times shall be made as the need arises.)

(3) Identify to HQ, AMCCOM (AMSMC-DSD-PA), the specific account (wholesale or CAWCF), by item, the reusable returnable material is to be in.

(4) Ensure the disposition of wholesale returnable material inventories in their respective Military Service ownership accounts (Army - A, Navy - 5, Air Force - 6, Marine Corps - 4) on the HQ, AMCCOM, accountable record.

(5) Transfer wholesale returnable material from their respective ownership accounts to the CAWCF account.

M. REQUIREMENTS AND ASSET STRATIFICATION

The Military Services shall report their SMCA common item requirements and assets stratified against those requirements. The purpose of this reporting is to identify areas of existing or potential excesses in one or more Military Service and corresponding needs in another Military Service(s). Identification is a starting point for discussions among the Military Services toward possible cross-leveling between excesses and requirements. The objectives are economies of supply and transportation and improving the readiness posture of the Military Service in need.

1. Stratification responsibilities follow:

a. The SMCA shall consolidate Military Service input and provide copies of the consolidation to the Military Services and EDCA.

b. The Military Services shall provide an annual report of their requirements and assets stratified against requirements for all SMCA items to SMCA.

2. Procedures for Requirements and Assets Stratification Reporting follow:

a. The Military Services shall submit the report in the format shown in figure 7-11.

b. Because of report classification, reports should be furnished on magnetic tape.

c. The annual report shall be submitted to arrive at the SMCA by 15 November. Data is to be current as of 30 September.

d. The SMCA consolidates the Military Services' 15 November reports and returns them to the Military Services by 15 December.

Field Legend	Card Columns	Explanation
Record start ID	1-3	SS_. S(Stratification), S(Start), ___(Service ownership code: Marine Corps 4, Navy 5, Air Force 6).
Condition Code	4	1 = Serviceable. 2 = Unserviceable (Note 1)
Prime DoDAC/NSN	5-17	NSN only if DoDAC not assigned.
	18	Blank
AFAO Requirements	19-27	Authorized Force Acquisition Objective.
	28	Blank
AFAO Assets	29-37	Self-explanatory.
	38	Blank
AFR Requirements	39-47	Approved Force Retention.
	48	Blank
AFR Assets	49-57	Self-explanatory.
	58	Blank
ERS Requirements	59-67	Economic Retention Stocks.
	68	Blank
ERS Asset	69-77	Self-explanatory.
	78	Blank
CRS Requirements	79-87	Contingency Retention Stocks.
	88	Blank

Note 1: Condition code applies to excesses identified in blocks 99-107 (Potential DoD Excess).

Figure 7-11. Requirements and Assets Stratification Tape Format.

Field Legend	Card Columns	Explanation
CRS Assets	89-97	Self-explanatory.
	98	Blank
Potential DoD Excess	99-107	Self-explanatory

Repeat 4-107 for each prime NSN or DoDAC reported.

Last three positions are:

Record end ID	SE_S(Stratification), E(End),__(Service ownership code: 4, 5, Or 6).

Figure 7-11. Requirements and Assets Stratification Tape Format (Continued).

CHAPTER 8

MAINTENANCE

A. GENERAL MAINTENANCE POLICIES AND GUIDELINES

1. Purpose and Scope. This chapter is a single source document to ensure that optimum methods, techniques, and principles of operation are used for maintenance of ammunition stored at SMCA sites. It applies to all Government agencies using the services and facilities of the SMCA to store conventional ammunition. It applies to both major (cross-service) and minor (common service) maintenance.

2. Maintenance Policies

a. All inter-Service maintenance transactions shall be according to existing DOD and Military Service directives and instructions as supplemented by this chapter.

b. Although the standard instrument by which maintenance interservicing is accomplished is the Depot Maintenance Inter-Service Support Agreement (DMISA), DMISAs will not be negotiated or maintained between the Military Services and the SMCA for ammunition maintenance requirements. The Joint Logistics Commanders Regulation for Depot Maintenance Interservice will not be used for the accomplishment of conventional ammunition maintenance. The requiring Military Service (principal) and the SMCA (agent) shall negotiate ammunition maintenance IAW this chapter.

c. The agent's work loading organization, the Defense Ammunition Directorate, in coordination with the principal Military Service, shall resolve any conflicts in maintenance work load priority.

d. Technical assistance on any function covered by this chapter shall be negotiated by the concerned parties on a case-by-case basis.

e. The Military Services and the SMCA shall review this chapter on the following basis:

(1) At least biannually.

(2) At the request of any party to the agreement on which the chapter is based.

(3) As directed by the JOCG.

f. The JOCG Munitions Maintenance Subgroup (JOCMMSG) shall:

(1) Perform the reviews specified in paragraph A.2.e., above.

(2) Coordinate the exchange of maintenance data of mutual interest and concern.

(3) Analyze the impact of data exchanged and make recommendations to the JOCG.

(4) Maintain contacts with other JOCG functional subgroups on matters affecting ammunition maintenance.

(5) Carry out special tasks assigned by the JOCG.

3. POCs. To ensure properly channeled communications, the following POCs shall be used for all ammunition maintenance matters:

a. Army

(1) For maintenance of ammunition other than missiles and their components:

HQ, U.S. Army Armament, Munitions
and Chemical Command
ATTN: AMSMC-DSA/DSM
Rock Island, IL 61299-6000

(2) For maintenance of missiles and their components:

HQ, U.S. Army Missile Command
ATTN: AMSMI-LC-AM
Redstone Arsenal, AL 35898-5230

b. Navy (cognizant commands are identified in the latest issue of TWO 10-AA-ORD-010/11-1-116A).

(1) For execution of maintenance programs on surface and underwater (2T Cog) ammunition:

Commanding Officer
Naval Weapons Support Center
ATTN: DPM4
Crane, Indiana 47522-5000

(2) For airborne weapons and components (2E, 4E, and 8E Cog):

Commander
Naval Air Systems Command
ATTN: AIR 4182
Washington, D.C. 20361-4182

c. Air Force

(1) All conventional ammunition items and guided missile AGM-65 (Maverick) and associated equipment:

Ogden Air Logistics Center (ALC) (MMWD)
Hill AFB, UT 84056-5609

(2) For complete missiles and associated equipment:

(a) All air-to-air and air-to-ground guided missiles and associated equipment, except AGM-69, Short Range Attack Missiles (SRAM), and AGM-65 (Maverick):

Warner-Robins ALC(MM)
Robins AFB, GA 31093

(b) Guided missile AGM-69 (SRAM) and associated equipment:

Oklahoma City ALC(MM)
Tinker AFB, OK 73145

d. Marine Corps

Commanding General
U.S. Marine Corps Research, Development
and Acquisition Command (Code AM)
Washington, DC 20380-0001

B. INTER-SERVICE MANAGEMENT

The following paragraphs explain how the Military Services program, budget for and finance inter-Service support for ammunition maintenance. Both cross-service and common service functions are covered.

1. Inter-Service Management Policies

a. Cross-Service (Reimbursable) Functions. The principal shall reimburse the agent for the following functions:

(1) Ammunition major maintenance, including transfer to and from storage and movement between installations for the purpose of maintenance, unless movement between installations is directed by the agent.

(2) Fabrication of minor tools, jigs, or fixtures not to exceed $3,000 per item.

(3) Inspections and special tests directed by the principal are handled on a case-by-case basis. These functions include engineering or technical tests and inspections requested by the principal to determine such things as reliability, quality, and service life of ammunition or components. (CAWCF assets are excluded.)

(4) Increased special salvage (reclamation) costs for recovering parts or components, if directed by the principal.

(5) Special training and technical assistance needed because of the peculiarities of maintenance. When the item is not common to the agent's inventory, the principal arranges this training and assistance at no cost to the agent.

(6) Purchase of nonammunition-peculiar equipment, components, or material to meet special maintenance requirements of the principal.

(7) All line setup costs, except those for procuring or making APE, capital equipment, and facilitization.

b. Common Service (Nonreimbursable) Functions. The agent shall fund for the following items:

(1) Minor maintenance, agent is responsible for movement between installations to facilitate installation work load balancing and to meet upgrade priorities of the principal when necessary.

(2) Minor maintenance for conventional ammunition in Condition Code E (CC-E) including components, as defined in this manual to exclude those items which were classified CC-E before receipt into an SMCA installation. Latter would remain the principal's responsibility.

(3) Transfer to and from storage for the purpose of minor maintenance.

(4) Purchase, fabrication, or modification of APE.

(5) Establishing and maintaining facilities (including capital equipment) and capabilities to perform minor and major maintenance on all SMCA items.

c. Each Military Service shall provide advance planning data for ammunition services to be performed by other DoD components. This is to ensure incorporation of these requirements in the DoD PPBS.

c. MINOR MAINTENANCE

1. Preservation and Packaging

a. Preservation and packaging operations are done to upgrade materiel in storage and correct nonfunctional defects. They involve derusting, cleaning, painting, and repackaging of materiel normally found in CC-E. For SMCA managed items, this work is programmed and funded by the storing agent. However if the owning Service requests preservation and packaging operations on other than CC-E materiel or to satisfy Service peculiar requirements, that Service will forecast and fund the requirement as a major maintenance program (cross-service).

b. Upgrade of CC-E components and packaging material separated from the end item of issue, will be accomplished only in conjunction with end item major or minor maintenance.

c. Preservation and packaging operations may result from surveillance inspections by depot personnel or from management decisions by the owning Military Service.

(1) The storage activity shall report to the owning Military Service through the storing agent (AMCCOM) each case in which surveillance inspections show a need for preservation and packaging of newly receipted materials.

(2) For non-SMCA items, the owning Military Service shall advise the storing activity of the disposition to be made of the materiel reported, within 45 days after being told of the need for preservation and packaging.

(3) The owning Military Service shall send information on its preservation and packaging request at such times as they determine those operations to be required. Such submissions should be no less than semiannually. Each concerned depot shall schedule the operation in keeping with the owning Military Service's desires to the extent permitted by prior commitments of resources. If desired schedules cannot be met, the owning Military Service shall be advised and furnished with the best alternative schedule.

d. Priorities

(1) For SMCA managed items, minor maintenance priorities are published in the "Integrated DOD Priority for Conventional Ammunition Minor Maintenance" to provide guidance to SMCA storage activity commanders and supporting staff elements in planning CC-E upgrade.

(2) The priorities are established as follows:

(a) Priority 1. Required for immediate peacetime needs or for the first level of war reserve requirements. Automatic scheduling authorized.

(b) Priority 2. Required for peacetime needs during the first year or for the second level of war reserve requirements. Automatic scheduling authorized after completion of Priority 1 items at an individual installation.

(c) Priority 3. Required for peacetime use during the next two to five years or for a third level of war reserve. May not be scheduled without the approval of the inventory control point/maintenance point.

(d) Priority 4. Retained as is unless specific instructions are received from the inventory control point/maintenance point.

D. MAJOR MAINTENANCE

1. The principal shall:

a. Forecast maintenance work loads as specified in section C, below.

b. Provide the technical and requirements data and any additional data as requested by the agent.

c Inform the agent of changes affecting the forecast so that needed adjustments to work load and manpower can be made. Changes impacting on work load must be renegotiated with the agent.

d. Fund for the upgrade of CC-E ammunition components and packaging material shipped to the SMCA installations for use in procurement and/or major maintenance. Excludes those items which have been reclassified CC-E after receipt of the SMCA storage installation. Latter would remain the agent's responsibility for funding. NOTE: The proper receipt condition code will be determined by a receipt inspection conducted by a certified Quality Assurance Specialist (Ammunition Surveillance) (QASAS) or wage grade munitions surveillance inspector.

2. The agent shall:

a. Negotiate forecasted work load, as required.

b. Provide data to support Military Service appropriation budgets.

c. Provide data feedback, as requested, to support the principal.

d. Send the principal copies of inspection reports and ACRs affecting the principal's material.

e. Inform the principal of changes affecting the work load, such as lack of repair parts or proposed changes in delivery schedules.

3. Budget Submission and Execution

a. The principal shall plan, program, and provide funds to the agent for work performed according to this manual.

b. A uniform work element structure to facilitate cross-servicing has been drawn from DoD Instruction 7220.29. Program elements for maintenance activities are shown in DoD Instruction 4145.19 and DoDI 7220.29.

4. Using the MIPR

a. The MIPR (DD Form 448) is the document used to fund cross-servicing.

(1) The principal will submit procurement MIPRs, one line item per MIPR, enough in advance of need (minimum 2 year lead time) to ensure components and repair parts are available to support the maintenance requirement.

(2) The principal shall submit the MIPR to the agent in 12 copies. The MIPR should include reference to current Exhibits (II part 1, II part 2, and VI) and/or have attached any updated exhibits as required. The MIPR number is normally 13 digits; however, Navy MIPRs will have 15 digits.

b. The agent has the authority to either accept or reject MIPRs for cross-servicing submitted by the principal. Acceptances of MIPRs may be qualified if uncertainties exist in the expected performance of cross-servicing. The following text explains the responsibilities of the agent and the principal in the MIPR acceptance process and tells how each must deal with contingencies.

(1) Within 30 days of receipt of a MIPR or MIPR amendment, the agent shall accept or reject it formally by filling out a DD Form 448-2, "Acceptance of MIPR." If this time limit cannot be met, the agent shall inform the principal of the reason for the delay and the expected date of MIPR acceptance. The MIPR should include reference to current Exhibits (II part id, II part 2, and VI) and/or have attached any updated exhibits as required.

(2) If the principal's required delivery schedule cannot be met on urgent MIPRs, the agent shall inform the principal immediately of the reason for the delay and the expected delivery date. This advisory may be sent either by message or by a revised DD Form 448-2.

(3) Qualified acceptance shall be provided when price revision, changes to delivery schedules, or variations in quantity are anticipated. If the acceptance is qualified, the agent shall:

(a) Review the MIPR to ensure that the prices represent a realistic estimate of forecast costs and to request a MIPR amendment if the estimated costs exceed the authorized funds.

(b) Do a continuing review of actual versus estimated costs for each active MIPR. Request MIPR amendment if the estimated costs exceed authorized funds. Identify any excess funds to the principal as soon as possible.

(4) If, after acceptance of a MIPR without qualification, it becomes known that the price will not be maintained, the agent shall coordinate with the principal for approval of price adjustment.

(5) When requesting additional funds, the agent must identify the exact item involved, the reasons why additional funds are needed, and the date the additional funds are needed. Examples of reasons for needing additional funds include direct labor increase, overhead increase, and materiel increase. If the requested funds are needed urgently (less than 10 days), the agent must state the reasons for urgency so as to give the principal justification for special handling of the increase. The principal shall, within the specified time, either provide the requested funds through MIPR amendment or advise that quantitative requirements must be reduced. If there is a delay in furnishing the needed funds, the principal shall so advise the agent and forecast when funding action will be completed.

(6) The agent shall not deviate from the requirements of the MIPR, except as prescribed by the principal and agreed to by the agent in writing.

(7) Amendment of program quantity on a MIPR for specific purpose of adjusting the actual quantity reworked is not necessary provided no funding change is involved.

c. The principal and the agent normally conduct MIPR reviews semiannually, but this schedule may be modified by agreement of both parties. The reviews shall consider funding, production an delivery schedules, billings and payments, lead time, program projection, and processing methods. The principal shall initiate and the agent accept any adjusting amendments agreed on during the review as nearly concurrent with the meeting as possible. The principal and the agent should alternate hosting the MIPR reviews when possible.

5. Billing and collection procedures for interservice transactions shall be performed as negotiated by the principal and the agent IAW chapter 6 of this manual.

6. Certification of Work Performance. Certification by the agent on the SF 1080 or DA Form 4445-R that the work was performed shall be sufficient evidence for payment by the principal.

7. Exhibits. The following text tells how to prepare and use exhibits:

a. Exhibits must contain required program management data. Exhibits shall be provided in the standard format. The following are required exhibits:

(1) Exhibit II, Part I, Figure 8-1, page 8-18.

(2) Exhibit II, Part II, Figure 8-2, page 8-19.

(3) Exhibit III, Figure 8-3, page 8-20.

(4) Exhibit VI, Figure 8-4, page 8-21.

b. Exhibits shall be maintained current and controlled by date.

c. Exhibits must contain required program management data. Exhibits shall be provided in the standard format as far as practical. The following are required exhibits:

(1) The standard formats of Exhibits II, III, and VI have been modified, as shown in section E., to enhance their application to ammunition.

(2) Exhibit VII (Work Specification) shall be used to provide the following data, per Exhibit II Item Number, necessary to accomplish the renovation required:

(a) Detailed Scope of Work (SOW).

(b) Tech data; i.e., DMWR, ADL, LOI, etc.

(c) Applicable peculiar Quality Assurance provisions, other than MIL-Q-9858 or MIL-I-45208.

(d) Identification of tools and equipment that will be provided by the principal to the agent.

d. Major Maintenance Planning Funding Risk Levels:

(1) Customers shall indicate on exhibits II for each item of conventional ammunition planned for major maintenance and state the level of risk, associated with funding, for the budget year and the following fiscal years using one of the following categories:

(a) Low Risk (LR) - The item is a requirement for which there is little or no doubt the funding will be received.

(b) Moderate Risk (MR) - The item is a requirement for which there is a 50/50 chance of receiving funds.

(c) High Risk (HR) - The item is a requirement for which funding is questionable.

(2) Customers shall prepare exhibits IAW this manual and provide them to the SMCA.

8. DMWRs

a. The DMWR is the document used to convey the mandatory technical information on ammunition maintenance and demilitarization operations to SMCA installations. Army, Navy, and Air Force Engineering activities publish DMWRs. Military Service organizations use DMWRs in preparing standard operating procedures. The DMWRs show special safety, technical, and production inspection requirements; tooling and equipment to be used; methods; procedures; materials; and document references.

(1) To prevent duplication of effort, each engineering activity shall provide its publication schedule to the others on a regular basis.

(2) The Navy and Air Force shall provide draft DMWRs to the SMCA for review and comment when those DMWRs affect SMCA items.

(3) The Army shall provide draft DMWRs and DMWR changes on common use ammunition items to the Navy, Air Force, and Marine Corps, as applicable, for review and comment.

b. By mutual agreement, the principal and the agent shall conduct validation (production line checkout) of DMWRs, as necessary. Factors to be considered before such an agreement include the degree of complexity and hazard of the planned operation and the experience level of the installation work force.

E. WORK LOAD FORECASTING

This section tells how to prepare Exhibits II, III, VI and VII, and how to use them to exchange forecast maintenance requirements data between a principal and agent. NOTE: The instructions contained here will remain valid until full implementation of the ICAMP submodule of the Defense Standard Ammunition Computer System (DSACS) has occurred. At that time, a revision of the work load forecasting process will be incorporated in this chapter.

1. Types and Schedules for Work Load Forecasts. The principal shall provide current forecasted maintenance requirements according to an established schedule to allow review, costing out the operations, and return to the principal for use in budgetary activities. The deadlines for each submittal to the agent and each return to the principal are shown below:

a. Exhibits II, Part I, III, VI, and VII, are due to the agent no later than 31 January. Exhibit II is the President's budget year plus one out year. Exhibit III is the budget year plus last four years of January FYDP.

b. Exhibit II, Part II is due back to the Services no later than 1 May. Exhibit II, Part II is the agent's review of Exhibit II (Part I), III, VI, and VII. Actual cost estimates will be requested from SMCA maintenance activities for low and moderate risk items in the budget year only. Best in-house cost estimates will be developed for high risk items in the budget year and all risk categories in the first out year.

2. Forecasting Data Elements. The following data elements are used to forecast and update maintenance requirements for the FYDP and the operating budget year:

a. Data elements in support of the FYDP are as follows:

(1) FY.

(2) DODIC/DODIC family group.

(3) Nomenclature for DODIC/DODIC family group.

(4) Quantity.

(5) Man-hours per unit.

(6) Funding Risk Levels.

b. Data elements in support of the operating budget year are as follows:

(1) NSN.

(2) DODIC.

(3) Nomenclature.

(4) Quantity by quarter and total.

(5) FY of requirement.

(6) Components/material to be provided as GFM.

(7) Technical data.

(8) Funding Risk Levels.

3. Special Instructions for Exhibits II, III, VI and VII. The following instructions tell how to use the modified exhibit formats. These exhibits have been modified to make them more useful in forecasting conventional ammunition work loads.

a. Exhibit II, Part I - Maintenance Schedule and Cost (President's Budget Year + One Out Year) (Figure 8-1). Exhibit II is the execution year Operating Budget (OB) program. Part I breaks down the first year of the Operating Budget Execution (OBE) into a quarterly schedule. It is due from the principal on January 31 of each year. The principal fills out Part I according to the following instructions:

(1) Headings

(a) Principal: Self-explanatory.

(b) Agent: Self-explanatory.

(c) Repair Facility: Leave blank if no recommendation is desired.

(d) Date: Submission date.

(e) Fiscal Year: Self-explanatory.

(f) Funding Risk Level: Self-explanatory.

(2) Item No. Assign a number to each line item requiring maintenance. This is a reference number and is used to identify data provided in later exhibits related to the item.

(3) NSN/DODIC/NOMEN. Use this column to identify each item by NSN, DODIC, nomenclature, and condition code to describe the work required in sufficient detail to request a valid cost estimate.

(4) Stock List Price. Refer to the master data file or use the current price, as applicable.

(5) Schedule. Indicate the desired delivery or, at a minimum, the total quantity required.

b. Exhibit II, part II - Maintenance Schedule and Cost (Figure 8-2). The agent reviews Exhibit II, Part I, annotating any required changes, and completes and returns Part II to the principal. It is due to

the principal by May 1 of each year. Prepare Part II as follows.

(1) Headings. Fill in the same information as in Part I, add, correct or concur in the repair facility to be used.

(2) Item No. Use the same line item numbers shown by the principal in Part I.

(3) Unit M/H. Enter the number of man-hours required to perform operations on one unit.

(4) Unit Labor Cost. This is the total labor cost per unit, including overhead.

(5) Materiel Expense. Identify the costs of expendable and consumable materiel, such as paint, stencil, ink, banding steel, clips, packing, crating, etc.

(6) Total Unit Cost. Show the sum of unit labor and materiel costs. This is the fixed price at which work will be performed.

(7) Total Cost. This is the total dollar amount for the quantity of items shown in this line of the schedule.

c. Exhibit III - Projected Maintenance requirements (Last 4 years of January FYDP) (Figure 8-3). The principal submits exhibit III to the agent by 31 January of each year, prepared as follows:

(1) Headings. Fill in as for Exhibit II, Part I.

(2) Item No. Identify each line item requiring maintenance.

(3) NSN/DODIC/SOW. As nearly as possible, identify each line item requiring maintenance by NSN, DODIC, and type of work needed.

(4) Nomenclature. Self-explanatory.

(5) Requirements. A projection of line item requirements by FY.

d. Exhibit VI - Bill of Material/Material Requirements List (Figure 8-4). This exhibit is prepared by the principal and submitted to the agent as a supporting document to Exhibit II. Prepare Exhibit VI as follows:

(1) Headings. Fill in as for Exhibit II, Part I.

(2) Item No. Key line item numbers to those shown in Exhibit II, Part I.

(3) NSN/DODIC. Enter the NSN and DODIC of items needed to perform the maintenance operation. Include all items, regardless whether the principal has assets to support the operation.

(4) Manufacturer's Stock Part Number. Self-explanatory.

(5) Nomenclature. Self-explanatory.

(6) Quantity. Enter the quantity needed to complete the number of items required by Exhibit II, Part I. Include in parentheses the quantity of items the principal can supply as GFM by SMCA storage location.

(7) Lot No. Provide lot numbers, if necessary.

(8) Location. DA Form 1006C # (ARMY)/MIPR # (other Service) or location.

e. Exhibit VII - Work Specification. This exhibit identifies mutually agreeable work specifications necessary to accomplish work identified in Exhibit II. The principal submits Exhibit VII to the agent by 31 January of each year prepared as follows:

(1) Scope of work related to each item or family of items identified in Exhibit II. This should be thorough enough for the agent's performing activities to develop an adequate fixed price cost estimate. It should also include the disposition for removed components and packaging material, as well as line rejects. Provisions to adequately package retained items must be addressed (mandatory).

(2) Renovation required of reusable containers which will be utilized in support of end item renovated.

(3) Identification of technical data (DMWR, TO, TM, ADL, LOI, etc.) required to support each item or family of items) (mandatory).

(4) Any special Quality Assurance Requirements not covered by MIL-Q-9858 or MIL-I-45208 (as required).

(5) Special tools and equipment to be provided by principal to agent (as required).

F. APE

Storage, surveillance, maintenance, packaging and preservation, renovation, and demilitarization of conventional ammunition often require the use of APE. This section describes policies and procedures for developing and managing APE in support of ammunition maintenance.

1. Design Agencies Responsible for APE. The APE design agencies develop and formulate concept and feasibility studies for design, development, engineering, testing, and evaluation of APE. This includes preparing TDPs for APE production or procurement. The APE design agencies also provide technical assistance on installation, startup, proveout, and operational problems associated with APE.

a. The Defense Ammunition Center and School, Savanna, IL and the U.S. Army Ammunition Equipment Directorate, Tooele Army Depot, Tooele, UT, are designated APE design agencies for:

(1) Wholesale conventional ammunition assigned to the SMCA by DOD Directive 5160.65 and stored in SMCA facilities.

(2) Army ammunition not assigned to the SMCA, but stored in SMCA wholesale storage facilities as required.

b. The Naval Weapons Support Center Crane, Code 50 is the single POC for coordination of APE for Navy and Marine Corps retail ammunition.

2. Policies for Optimum Use of APE

a. The APE developed for wholesale operations shall be used for retail operations whenever common usage exists as determined by the Military Services.

b. The SMCA shall provide APE to satisfy Navy, Marine Corps, and Air Force retail operations requirements on a reimbursable basis. Any modifications of standard APE required for retail operations shall be accomplished on a reimbursable basis. This includes the cost to restore modified APE to the original configuration, except when the basic items are excess to SMCA requirements.

c. Reciprocal exchange of excess APE shall be made on a nonreimbursable basis.

3. Procedures for Developing and Managing APE

a. The SMCA, Director of Defense Ammunition shall operate an ICP for wholesale and common use APE.

b. Using activities and appropriate SMCA elements shall identify projected requirements for wholesale and common use APE. These requirements shall be consolidated, programmed, and budgeted for by the SMCA, Director of Defense Ammunition.

(1) The APE requirements shall be identified during transition planning and tracking for items of conventional ammunition to be assigned to the SMCA (see Chapter 2).

(2) The Military Services shall provide Common Use Equipment (CUE) requirements for retail operations.

(3) The SMCA, APE design agencies shall provide budgetary support in the form of concept development and feasibility studies on projected requirements identified by using activities. These agencies shall translate such studies into cost estimates as requested by the SMCA, director of Defense Ammunition.

c. The SMCA, Director of Defense Ammunition shall exercise technical design control of wholesale and CUE items and systems. In addition, the Director of Defense Ammunition shall perform appropriate program and budget actions for these items and systems. This includes, upon receipt of approved programs and funding, authorizing APE engineering, testing, production, and procurement for wholesale APE operations as requested and when funded by the Military Services, authorizing the same for retail operations.

d. Organizations possessing excess wholesale and common use Army owned APE shall report these assets to the SMCA Director of Defense Ammunition for redistribution or disposal.

G. Ammunition Condition Reports (ACR)

This section defines policies and procedures for submission and disposition of DA Form 2415, Ammunition Condition Report (ACR), for SMCA managed items.

1. Purpose of the ACR. The ACR, DA Form 2415, is used to advise the owning Military Service of management information relative to serviceable, unserviceable, and permanently suspended ammunition items in storage at the SMCA wholesale storage sites.

2. Preparing and Submitting the ACR. The SMCA storage activity prepares and submits the ACR in accordance with DA Pam 738-50, "The Army Maintenance Management System (TAMMS)."

a. The SMCA storage activity prepares the ACR to report repairable ammunition items. These items are in condition codes F, G, or N (AR 725-50). NOTE: ACRs are not submitted for material migrating to CC-E.

b. Additionally, the SMCA storage activity prepares the ACR to report uneconomically repairable ammunition items. These items are in condition codes H or P. The DA Pam 738-750 defines limitations and procedures for submission in these cases.

c. In submitting the ACR, the SMCA storage activity requests disposition instructions on the ammunition item reported.

d. Submitting the ACR does not require the submission of an upgraded cost estimate. All cost estimating shall be in accordance with this chapter.

3. Disposition of Repairable Ammunition Items (CC-F, G or N

a. Upon receipt of an ACR listing other than Army owned item(s) in condition codes F, G, or N, the SMCA shall automatically advise the submitting storage activity by cover letter to "retain as is."

b. The owning Military Service is provided with a copy of this response for informational purposes in the event they wish to supply further disposition instructions to the SMCA.

4. Disposition of Uneconomically Repairable Ammunition Items (CC-H, P)

a. Upon receipt of an ACR listing item in an unserviceable condition code (H, P), the SMCA forwards the ACR with cover letter attached to the owning Military Service ICP, requesting disposition instructions on the uneconomically repairable ammunition.

b. Upon receipt of disposition instructions from the owning Military Service ICP, or failure to receive same within 45 days, the SMCA will advise the submitting storage activity accordingly.

c. When disposal of reported unserviceable ammunition is indicated, the following procedure is observed:

(1) The owning Military Service ICP will include a MILSTRIP referral authorizing transfer to the demilitarization and disposal account in the reply to the ACR.

(2) The SMCA will take steps to transfer the ammunition to the demilitarization and disposal account or transfer for reutilization, as appropriate.

(3) The SMCA reply to the originator of the ACR shall include the MRO document number directing movement to the demilitarization and disposal account.

5. Assets Disposition. If disposition for assets is not received from the ICP within 60 days, the SMCA will advise the submitting storage activity to "retain as is." The owning Military Service ICP is provided with a copy of this response for informational purposes in the event they wish to supply further disposition to the SMCA.

CHAPTER 9

HANDLING, TRANSPORTATION, AND TRAFFIC MANAGEMENT

A. BASIC POLICIES AND CONCEPTS

1. Objectives. The objectives of this chapter are to:

a. Prescribe handling, transportation, and traffic management policies and procedures that are unique to the SMCA mission and inherent in the performance of this mission in the SMCA environment.

b. Prescribe handling, transportation, and traffic management policies and procedures that are not included in the SMCA mission, but that do require coordinated efforts and agreements between the Military Services, the MTMC, and the SMCA to ensure that the overall interests of the Military Services and the Department of Defense are best served.

c. Set up a common basis for joint Military Service cooperation and coordination in handling, transportation, and traffic management of ammunition, including identification and participation of organizations in each participating command having handling, transportation, and traffic management missions and roles.

d. Set up a common basis for exchange of essential data and information to achieve effective and efficient joint Military Service action.

e. Share and make the best use of methods, techniques, equipment, and operations.

2. Responsible Organizations. Each of the Military Services, the SMCA, the MSC, the MTMC, and the MAC shall execute the requirements of this chapter, consistent with their DoD-chartered responsibilities. The handling, transportation, and traffic management focal points in these organizations are as follows:

a. U.S. Army and the SMCA HQ AMCCOM, Directorate of Transportation and Traffic Management, for:

(1) The complete life cycle of U.S. Army conventional ammunition.

(2) The procurement and wholesale inventory management of SMCA-assigned ammunition belonging to the U.S. Navy, U.S. Air Force, and U.S. Marine Corps.

b. U.S. Navy

(1) Transportation Safety. The Naval Sea Systems Command, Weapons and Combat Systems Directorate, Safety Office, Transportation Safety Branch, Code SEA-06H4.

(2) Research, Development, Engineering, and Transportability

(a) Naval Sea Systems Command, Weapons and Combat Systems Directorate, Surface Warfare Systems Group, Technical Support and Weapons Handling Office, Weapons Handling and Packaging Branch.

(b) Naval Air Systems Command, Supply Policy and Management Division (AIR-412).

(3) Production and Logistics Support Phases. Naval Ships Parts Control Center, Ammunition Department.

c. U.S. Air Force

(1) RD&E. Armament Division, Packaging and Transportation Division.

(2) Production and Logistics Support. Ogden Air Logistics Center, Directorate of Distribution, Transportation Operations Division.

d. U.S. Marine Corps

(1) General Transportation Policy and Procedures. Commandant of the Marine Corps, Codes LFT and LMG.

(2) General Handling and Packaging Policy and Procedures. Commandant of the Marine Corps, Code LMG.

e. MTMC

(1) The HQ's establishes overall policy and procedures for military traffic management, land transportation, transportability, and common user ocean terminals.

(2) The Eastern and Western Area Commands provide traffic management support to DoD Components for military transportation and common user ocean terminal operations.

f. The MSC and MAC are responsible for sealift and airlift operations and management, respectively, to facilitate movement of conventional ammunition.

3. Relationships With Other Transportation and Traffic Management Directives

a. Handling, transportation, and traffic management of conventional ammunition shall comply with all current DoT, DoD, IMDCGC, and joint and individual Military Service regulations, directives, or procedures for the handling and movement of hazardous materials.

b. Conventional ammunition requiring movement in the DTS shall be offered for shipment to MTMC and the MAC according to the MTMR and documented according to DoD 4500.32-R (MILSTAMP), DoT regulations, and, when consigned overseas, IMDCGC. For retrograde ammunition movements, appropriate theater and ICP clearances (Water Terminal Clearance Authorities and Service Air Clearance Authorities) shall be secured before movements. Excess reporting and selection of destinations shall be as specified in Chapter 7.

c. Department of Defense Directives 5160.2, 5160.10, 5160.53, and 5160.65 (single manager assignments), related directives, and this manual shall be used to define the responsibilities for the single managers and the Military Services in the handling, transportation, and traffic management of conventional ammunition.

d. Nothing in this manual modifies the responsibilities of the Departments of the Army, Navy, and Air Force under their respective DoD single manager charters.

4. Basic Handling, Transportation, and Traffic Management Concepts

a. Safety and Security in Transit. Safety and security considerations apply throughout the life cycle of the ammunition commodity and are discussed in detail in chapters 11 and 12. Because of their special significance to handling, transportation, and traffic management, however, safety and security matters are integral parts of this chapter as well. In addition to this manual, transportation managers must also comply with the safety and security policies and regulations published by a number of other authorities. These include the following:

(1) The DoT Interstate Commerce Commission and the Various States. All of these entities have issued regulations relative to the movement of hazardous materials within their jurisdictions.

(2) The DDESB. Under DoD Directive 6055.9, the DDESB establishes and reviews, or coordinates the establishment and revision of, safety standards designed to prevent or correct hazardous conditions associated with A&E.

(3) Joint Service Regulations. These contain basic transportation safety and security policies and procedures.

(4) The Individual Military Services and Their Logistics Commands. These organizations publish or supplement policies and regulations for safety and security in transit to meet the particular needs of each Military Service.

b. Transportation in the RD&E Phase. The RD&E phase must include a coordinated transportation and traffic management assessment. The objectives are to ensure consideration of effective tradeoffs throughout the development cycle and to facilitate transportation and traffic management functions, including MTMC rate negotiations, in the follow-on phases of the ammunition life cycle.

(1) As much as is feasible, the design of items and their containers and packages should pertain to the use of all modes of transportation. The following factors are identified readily as significant to early transportation engineering and analysis (also see Chapter 10, section C,):

(a) Environmental considerations, including temperature and humidity control aspects.

(b) Dimensional characteristics.

(c) Lifting, tiedown, blocking, and bracing requirements.

(d) Initial testing procedures with potential limitation to a single mode.

(e) Any required development of specialized handling or transport equipment.

(2) Transportability engineering shall be done to ensure items of material are designed, engineered, and constructed so that required quantities can be moved efficiently by available means of transportation. To achieve this, the transportability of material should be tested in its shipping configuration to ensure it can be delivered safely at the lowest feasible costs. Consideration must be given to shipment of ammunition in containers, as well as in palletized or skidded configuration.

c. Transportation in the Production Phase. Transportation costs and factors should be used in evaluating potential contractors and selecting manufacturing sites. Movement of components into the sites should be coordinated and monitored to ensure maximum production rates. Transportation factors for consideration include the source(s) of material, the ultimate destination(s) of the end items (when known), and accessibility by multiple modes of transportation. Because of limited storage facilities and the transportation economies involved, ammunition should be moved directly from the manufacturing site to the customer, whenever possible.

d. Transportation in the Logistics Support Phase. The cost of moving ammunition is considerably higher than for other commodities. Consequently, distribution planning must effectively anticipate future requirements, and plans must be developed on a timely basis. The basic concept calls for direct delivery from the production source to the customer, whenever possible. A distribution plan shall be developed that considers manufacturing sites' and depots' capabilities to respond to all delivery requirements. These considerations include contingency planning, strategically locating ammunition stocks, airfield requirements in the vicinity of the depot, and adequate dispersal of stocks to provide volume response capability. When it is time to ship ammunition from the manufacturing site, plans and movement shall be evaluated. Adjustments and changes to the initial distribution plan are accomplished as dictated by economics and the availability of ammunition and transportation. Ammunition that cannot be stored temporarily at the manufacturing site shall be distributed on the most cost-effective basis. Storage in transit rates at depots intermediate to a terminal or CONUS customer shall be considered.

5. Transportation Funding. Under DoD Directive 5160.65, the Military Services retain responsibility for planning, programing, and budgeting for resources to transport their assets. Transportation funding categories and basic funding responsibilities for SMCA-assigned ammunition are as follows:

a. FDT. Costs incurred for the transfer of conventional ammunition from a production plant to a storage depot, CONUS customer, or CONUS terminal are first destination transportation costs (see subparagraphs A.5.a.(3) and (4), below, for Marine Corps and Navy exceptions). They are budgeted for and funded by the Military Services. Current procedures for providing FDT funds are:

(1) U.S. Air Force. DoD Regulation 4500.32-R, Volume II, Chapter 3, provides Air Force definitions. Applicable Air Force first destination fund cites and TAC are shown in AFSC/AFLC Regulation 170-2. The MIPR (DD Form 448), block 12, provides specific references back to AFSC/AFLCR 170-2, citing the funds.

(2) U.S. Army. Definitions pertaining to FDT are in AR 37-100-XX (the XX refers to the FY to which the regulation applies). A fund cite number is provided annually by AMCCOM by teletype or letter to the shipping activities and interested HQ, including other Military Services' HQ. However, funding targets are furnished quarterly to activities authorized to obligate AMCCOM FDT funds.

(3) U.S. Marine Corps. The Marine Corps defines FDT as that transportation required to effect delivery of materiel from a procurement source (LAP site or manufacturer's plant) to the first point of use or storage point designated by the Marine Corps. The Commandant of the Marine Corps publishes a Marine Corps bulletin annually that provides

specific FDT fund cites for use by the shipping installations in moving Marine Corps materiel. Additionally, the ordering agency cites first destination funds in block 12 of the MIPR (DD Form 448). On a quarterly basis, the Marine Corps provides AMCCOM with estimated cost guidelines for the shipment of Marine Corps ammunition. In return, AMCCOM provides the Marine Corps with estimated FDT and SDT obligations incurred against these cost guidelines on a monthly basis.

(4) U.S. Navy. The U.S. Navy also budgets for and provides FDT funds. However, it defines FDT funds as that transportation required to effect the delivery of materiel from a procurement source to the first point of use or storage for subsequent distribution within the supply system. First destination charges are applied if the items being shipped had planned production during the FY of shipment. The total quantity shipped under FDT may not exceed the quantity planned for production in any given FY. The procurement source and the first point of use or storage may be in CONUS or overseas. DoD Regulation 4500.32-R, Volume II, Chapter 7, tells how to construct the applicable TAC. For SMCA-assigned ammunition, a numeric code of "1" or an alpha code "A" is placed in CC 80 to indicate that Navy FDT funds are to be used. (Code "1" means the materiel is required by MIL-STD 1323 (WR-54) to be on metal pallets; Code "A" means wooden pallets are acceptable.) The SMCA perpetuates the codes ("1" or "A") from CC 80 of the requisition to CC 73 of the MRO released to SMCA activities. Additionally, the Navy's ordering agency cites the appropriate TAC for FDT in block 12 of the MIPR (DD Form 448).

b. SDT. SDT costs are transportation costs incurred in shipping ammunition after its shipment from the procurement or production source to the first point of rest in the CONUS, except as specified in subparagraphs A.5.a.(3) and (4), above. That point of rest may be a point of storage, a point of intended use, or an export port. For security assistance shipments, the fund citation for secondary transportation shall provide a citation from the FMS Trust Fund. Funds for the SDT of assets are the responsibility of the owning Military Services. Current funding procedures are as follows:

(1) U.S. Army. The specific fund citation is provided to shipping installations or HQ in fund transfer documents (AMC Form 1095 or DA Form 2544). These forms show bulk dollar amounts for movement of Army materiel by the shipping or using installation. They are issued to cover a stated period of time, but are not limited otherwise.

(2) U.S. Navy. Shipping installations develop TACs to cover SDT of Navy materiel according to DoD 4500.32-R, Volume II, Chapter 7. For-SMCA assigned ammunition, a numeric code of "2" or an alpha code of "B" is placed in CC 80 of the requisition to show Navy SDT funds are to be used. (Code "2" means metal pallets are required by MIL-STD 1323 (WR-54); code "B" means wooden pallets are acceptable.) The SMCA shall perpetuate the codes ("2" or "B") from CC 80 of the requisition to CC 73 of the MRO issued to SMCA activities.

(3) U.S. Air Force. HQ AFLC issues an annual letter covering Air Force fund citations to be applied to SDT of Air Force materiel.

(4) U.S. Marine Corps. The Commandant of the Marine Corps publishes an annual Marine Corps bulletin covering SDT funds for moving Marine Corps materiel.

c. SMCA-Initiated Stock Redistributions. When redistribution of stocks is initiated by the SMCA for the convenience of the SMCA, the action must be coordinated with the Military Services. Transportation costs must be borne by the SMCA, unless otherwise agreed upon.

d. D/DC. The owning Military Service shall be billed as required to cover D/DC resulting from the specific direction of the owning Military Service. The SMCA shall advise the owning Military Service promptly of any D/DC incurred. Billing of transportation charges for such demurrage shall cite the Military Service's TAC, GB, and other related data for which such charges are being assessed. Payment to the carrier shall be according to the Military Service's procedures for payment of D/DC. Any D/DC not directed by the owning Military Service shall be borne by the SMCA. For Navy shipments, D/DC's must be assigned according to DoD 4500.32-R (MILSTAMP), Volume II.

6. Responsibilities for Implementing This Chapter

a. The SMCA shall have overall responsibility for the transportation and logistics management of SMCA-assigned ammunition in the wholesale inventory. These procedures are described in section B., below.

b. The Military Services' transportation oriented elements (subsection A.2., above) shall have overall responsibility for coordinating and executing the handling, transportation, and traffic management of all non-SMCA items and retail stocks of ammunition not under the control of the SMCA. These procedures are described in section C., below.

B. HANDLING, TRANSPORTATION, AND TRAFFIC MANAGEMENT OF SMCA-ASSIGNED ITEMS

1. Safety and Security In Transit

a. Accident and Incident Reporting

(1) Accidents and incidents are reported according to Chapter 11.

(2) Either the transportation element of the Military Service or MTMC (depending on who first receives the accident or incident report) provides reported accident or incident report information directly to the SMCA (AMCCOM Directorate of Transportation and Traffic Management).

(3) The SMCA transportation element follows up on the report, providing the information to MTMC and the owning Military Service.

b. DISREPs

(1) Refer to joint regulation AR 55-38, NAVSUPINST 4610.33C, AFR 75-18, MCO P4610-19D, and DLAR 4500.15 for the basic procedures for reporting transportation-related DISREPs.

(2) The reporting organization coordinates both DISREPs and reports of unsatisfactory service for SMCA items with the SMCA traffic management element.

(3) The SMCA immediately coordinates items of joint Military Services interest with the Military Services.

(4) The MTMC, in assuming functional responsibility, takes the following steps:

(a) Investigates reports of unsatisfactory service in cooperation with the involved carriers.

(b) Initiates appropriate corrective actions.

(c) Informs the shipping activity of the action taken, providing information copies to the SMCA traffic management element.

c. Transportation Security. Refer to DoD 5100.76-M, Chapter 6, and DoD 5200.1-R.

d. DoT Exemptions. Circumstances may not always permit compliance with Federal regulations. In addition, proposed shipments may contain items not covered in existing regulations. In such cases, exemptions may be requested from the appropriate agency to allow shipment of the commodity (Title 49, CFR parts 170 through 179 and 397). The following steps are taken to obtain exemptions on SMCA items:

(1) The SMCA:

(a) Requests such exemptions through the MTMC.

(b) For emergency situations, makes the request directly to the appropriate regulatory agency. (See joint publication AR 55-355, NAVSUPINST 4600.70, AFM 75-2, MCO 4600.14A, and DLAR 4500.3.)

(2) The MTMC disseminates the exemption to the SMCA upon receipt from the regulatory agency.

e. Transportation Hazard Classifications. Joint publication TB 700-2, NAVSEAINST 8020.8, AFTO 11A-1-47, and DLAR 8220.1, "Explosives Hazards Classification Procedures," spells out procedures for determining

and assigning appropriate hazard classifications. The object of this publication is to ensure that, under identical situations, the Military Services and other involved agencies use identical hazard classifications for ammunition, explosives, and propellants. Responsibilities for determining and assigning hazard classifications are as follows:

(1) The Military Service responsible for developing and first adopting use of an explosive item or assembly assigns the appropriate hazard classification, quantity-distance requirement, and SCG. To accomplish this assignment, the developing Military Service:

(a) Prepares tests according to the Explosives Hazards Classification Procedures joint publication or establishes analogies with other items that have been classified properly.

(b) Notifies the SMCA, DDESB, and MTMC of hazard classifications being assigned.

(c) Furnishes documentation to support hazard classifications to the SMCA, DDESB, and MTMC when required to ship, handle, tranship, or store these explosives or ammunition containing these explosives.

(2) Conflicts in hazard classifications determinations between the Military Services and the SMCA shall be resolved by joint review. Final resolution lies with the DDESB.

2. Transportation in the RD&E Phase

a. Coordination Between the Developing Services and the SMCA. The developing Military Service shall coordinate with the SMCA transportation and traffic management element during the development stage of items likely to be assigned to the SMCA. The purpose of this coordination is to ensure proper consideration of handling and transportation matters for the full life cycle of the items under development. The required coordination includes action of joint packaging and configuration management boards. The SMCA transportation element shall serve as a member of such joint boards when they consider matters having a significant transportation impact.

b. Providing Technical Data and Other Handling Information. The developing Military Service shall furnish the SMCA, MTMC, and other Military Services required to receive, ship, tranship, or store the item with technical data, peculiarities, and special handling requirements. This requirement is to ensure safe and proper handling and is in addition to Military Service-directed broadcast of specifications, drawings, or procedures to the specific Military Service elements. In addition, the TP should include the following:

(1) Pallet/unitization drawings.

(2) Unique equipment requirements to facilitate shipment and logistic handling of the developmental ammunition item.

c. Packaging and Transportation Certifications. The developing Military Service normally shall accomplish these certifications for new explosives and other hazardous materials. Standardized methods for certifying hazardous materials packaging are contained on the joint publication AFLC/AFSCR 800-29, AMC-R 700-103, NAVMATINST 4030.11, and DLAR 4145.37, "Policies and Procedures for Hazardous Materials Package Certification," and are supplemented by internal developing Military Service procedures. The certifications are based on DPs and safety analyses. They are provided to the SMCA to substantiate later production and logistics support phases of the item's life cycle.

d. OPSEC. OPSEC in transportation is vital during the RD&E phases of the mission. Using practical safeguards, OPSEC is an effective security program to protect sensitive military transportation operations in both peace and war. These safeguards include awareness of any intelligence threat and guarding against the unwitting release of sensitive information. The MTMC is available to support and coordinate with transportation and OPSEC officials to develop and implement special security and practical OPSEC measures for all phases of transportation.

3. Transportation in the Production Phase

a. Production Site Selection and Inactivation. The SMCA traffic management element and MTMC support manufacturing site selection and inactivation decisions (for both SMCA items and non-SMCA items to be procured by the SMCA) with transportation and traffic management studies, rationale, and recommendations. The basic study must consider the potential customer requirements (by geographical location) as specified by the Military Services. The traffic management element takes part with systems analysis, procurement and production, and manufacturing technology elements in developing auditable transportation support costs. These data are used for evaluation of the various potential sites.

(1) Evaluating Bulk Explosives and Components Movement and Storage Capacity. In conducting the transportation studies, consideration must be given to the movement of bulk explosives from production and commercial plants to the manufacturing sites. The computations include the transportation cost for packaging materials either centrally procured by the Government or by the manufacturing site, as well as components and metal parts procured from industry by the Government or produced at other Government-owned plants or facilities. The cost for the movement of end items must include storage requirements at intermediate depots and include the cost to the customers both within CONUS and overseas. Additional considerations entail movement costs relating to plant line layaway and line maintenance, as well as the shipping, receiving, and storage capabilities at the manufacturing sites.

(2) Storage Capability at the Manufacturing Site. Subject to strategic dispersal considerations to meet contingencies and sufficient storage provisions to meet surge movements, the economic advantages of direct delivery to the customer can justify holding the end items at the manufacturing sites pending customer requisitions. Therefore, storage capability at the manufacturing location can be significant to the site selection, and planning must be consistent with the availability of space and the economic advantages involved.

(3) Information Required From the Military Services' HQ. For a study that may lead to assignment; increase, decrease, or removal of work load; or inactivation of a manufacturing site, the SMCA shall secure appropriate data from the HQ of the Military Service having the ammunition requirement. At a minimum, the data shall include the locations of customers, transportation mode disabilities at customer or intermediate installations, and any information that would provide parameters, alternatives, or specific costs for the study. As soon as possible, the SMCA provides the appropriate MTMC area and headquarters the general study parameters, code name, milestones, estimated work load for rate development, and the "as of" effective date established for the rates. After the site selection or inactivation decision has been made and announced officially, the SMCA shall furnish the Commander, MTMC, an updated tonnage projection for site negotiation, terminal work load appraisal, or both.

(4) Annual Reviews of Costs. The traffic management element of the SMCA shall review and update the costs for receiving and shipping ammunition, explosives, components, and major parts at least annually. Such costs included in work load studies must be maintained on a current basis; that is, reviewed and updated within 60 days of the study date.

b. Procurement Support. The SMCA transportation and traffic management element, in coordination with MTMC, provides transportation support in the procurement and production phase by furnishing transportation criteria, doctrine, and specific contract terms. This information is tailored to the unique requirements of ammunition within the framework of the DAR and the Military Services' procurement procedures. The SMCA secures transportation rates and cost factors from MTMC, analyzes solicitation responses, and makes computations for inclusion in bid and offer evaluations. To assist in this support, the Military Services must advise the SMCA of any unique transportation requirements for components or end items that may tend to dictate the mode or require extraordinary carrier service. When unique transportation requirements dictate the procurement or modification of specialized rail equipment, it is essential that MTMC be notified according to DoD Instruction 5160.67 so action can be taken to obtain the rail equipment.

(1) SMCA Participation on Boards. Transportation and traffic management representatives of the SMCA shall serve as members of the Presolicitation Review Board, boards of award, and senior boards of

award. This ensures proper analyses and application of transportation assets in solicitations and evaluations of bids and offers, the finalization of awards, and overall board support.

(2) Continuation of Transportation and Traffic Management Analysis. Transportation and traffic management analyses are continued throughout the life of the contract. Analysis of origin and destination delivery could be a potential contract modification factor as requirements and transportation rate changes dictate.

c. Movement of Bulk Explosives. Bulk explosives movement between manufacturing sites is a major transportation activity. Schedules and distribution patterns are based on plant capability and the manufacturing site production requirements to reflect least cost to the Department of Defense. The high volume movement of this commodity requires continuing evaluation and changes in delivery, based on production schedules and transportation and handling rate changes. Carrier competition has resulted in significant reductions in rates, thus requiring changes in distribution plans to take advantage of these reductions. However, despite efforts to ship at the lowest cost, production schedules and manufacturing site disabilities may dictate the use of higher cost modes.

(1) Review of Movement. The SMCA conducts a continuing evaluation of movement direction to ensure optimum cost advantage results from production lines being serviced directly to and from carriers' equipment. Using this information, the SMCA apprises MTMC of any major changes in volume and projected or planned production and delivery points to permit possible negotiation for reduced rates.

(2) Review of Storage Facilities. Explosives storage facilities are also subjected to continuous review to ensure an optimum storage ratio between bulk explosives and complete ammunition to the economic advantage of the Government. For these facilities, the SMCA develops and maintains costs in current status for receiving and shipping bulk explosives.

d. Production Support

(1) Pipeline Support to the Production Site. For SMCA-procured and -provided GFE, components, and metal parts, the SMCA traffic management element controls and monitors their movement into the manufacturing site. This is to ensure the pipeline is capable of sustaining production rates. For Military Service-procured or -provided GFE (such as CBU containers), components, and metal parts, the Military Services ensure delivery according to the production schedule set up by the SMCA. This is done through coordination with the procurement and production managers, CAOs (DCAS, AFPRO, and NAVPRO), and the manufacturing sites.

(2) Continuing Liaison Requirements. The SMCA conducts continuing liaison with the CAOs and the manufacturing sites to ensure a high enough float level of metal parts is available at the production facilities to avoid line shutdown. This is done by expediting parts and materials to destinations designated in the contracts, diverting to other facilities when required, and controlling and directing premium transportation mode movement when economically feasible to avoid more costly alternatives. The SMCA traffic management element must strictly monitor the production pacing items to prevent disruption of manufacturing operations.

e. Support for Rework of Ammunition. Transportation to support rework must be programed and budgeted for. Before shipping ammunition destined to DoD or contractor facilities, the SMCA must ensure that the Military Services have programed and budgeted enough transportation funds to cover the movement. (For Navy shipments, coordination must be effected if it is estimated that more than $7,500 in transportation funds are needed for a single project order or work request.)

4. Transportation in the Logistics Support Phase. Transportation considerations for logistics support cover a broad spectrum of activities. These include coordinated planning, depot storage site selection, provision for storage in transit, development and execution of detailed shipping procedures, maintenance of in-transit visibility, tracing and followup actions, forecasting transportation needs and capabilities, volume movement reporting, and correcting packaging and transportability problems. The following paragraphs discuss each of these activities in detail.

a. Coordinated Transportation Planning. Each Military Service shall take part in a storage and distribution committee to assist the SMCA in developing distribution plans that balance economic and strategic factors and ensure a basic reaction capability to support future contingencies. At a minimum, these plans shall reflect quantities of major items and complete round tons to be stored and shipped, the depot and port outloading schedules, planned contingency theater, and customer location. This information is used to develop the distribution plan for moving of ammunition from retail stocks to wholesale storage and from production sources to (primarily) CONUS installations or customers' storage locations. This relates to CONUS distribution. Although the materiel could later be moved to support contingencies, it represents only a part of the data ultimately required in the joint planning arena. Even so, applicable data can be used by MTMC for follow-on strategic, mobilization, and contingency planning. Additionally, the Military Services and the SMCA must coordinate closely for strategic movement of ammunition and operations in time of emergencies. This would include movements in support of Military Service portions of operations and mobilization plans, as well as such specific actions as mount out/mount out augmentation, normally transported by Navy amphibious shipping resources, and movement of Navy ammunition required for CRAMSHIP. The SMCA shall advise the

Military Services of any actual or projected deficiencies in transportation resources as soon as they are known.

b. Selecting Depot Storage Sites. The SMCA shall coordinate with the Military Services in the selection of storage depots. The objectives of this coordination are to minimize the cost of maintenance and to optimize the ability to met the Military Services' requirements. The Military Services do not have veto power over the final decision by the SMCA.

c. Storage In Transit. In the application of storage in transit privileges, SMCA activities shall maintain transit record entries by tonnage and class according to the MTMR, Chapter 210, with appropriate visibility for audit. Further, the SMCA shall provide for equitable use of transit privileges.

d. Shipping Procedures for Movement to Customers

(1) Requesting a Shipment. The Navy, Air Force, and Marine Corps shall provide the SMCA a document (referral order or MIPR) designating the item, quantity, priority, RDD, destination, and appropriate exception data. (As specified in Chapter 7, only the SMCA can issue MROs on SMCA items in ammunition plants and depots.) When materiel is to be shipped in complete rounds or for any special project requiring several items to accomplish the project (such as fire power demonstrations and special tests), the Military Service transportation element shall advise the SMCA by message of the applicable referral orders and requirements.

(2) Selecting the Shipping Source and CONUS Terminal. The SMCA, in coordination with MTMC, MAC, and the Military Services, shall select the plant(s) or depot(s) from which the stock will be shipped and issue the MRO. The SMCA shall provide a duplicate copy of the MRO to the requesting Military Service.

(3) Performing the Shipping Cost Study. In making the source selection, the SMCA shall prepare a cost study based on traffic management cost considerations provided by MTMC. The study shall determine the most economical supply source and, in conjunction with MTMC, the CONUS terminal providing the lowest overall delivered cost to the Government while meeting the customer's RDD. The quantity of each item to be shipped from the cost-effective plant or depot is included in the study.

(4) Ship Planning. The SMCA shall request lift from the appropriate MTMC area command to meet the gross requirements supported by the study. The request shall identify the cost-favorable terminal (or the terminal required to meet the overseas required date) and specify the desired ship-on-berth date. The request normally is made at least 21 days before the ship berth date. After MTMC and MSC coordination, MTMC shall furnish the SMCA a notice of the actual ship-on-berth

date, maximum tonnage capability, and other pertinent details. This will be the basis for a ship planning message that will serve as the coordination instrument with the single managers and the other Military Services.

(5) Owning Military Service Exception to the MRO. The owning Military Service may, on an exception basis, challenge the SMCA's decision on supply source selection and provide specific instructions. Examples of possible reasons for exceptions to the selection of supply source after the SMCA issues the MRO include space available on a Navy fleet ship, space available on an Air Force aircraft, rotation of Military Service stocks, selection of particular lots, and changes from surface transportation to MAC channel or SAAM transportation. The SMCA shall respond to the decision and special instructions of the Military Service and reissue the MRO. Any changes in ship berthing date or terminals resulting from a change in source selection shall be coordinated by the SMCA with MTMC.

(6) Issuing Transportation Instructions. Simultaneously with the issue of the MRO, the SMCA shall issue transportation instructions (ship planning message or special instructions) under the automated fast release system. Transportation instructions are sent to the affected ammunition plants or depots and the appropriate MTMC area command routing authority. FDT and SDT charges shall be according to the instructions or TAC provided by the Military Services.

(a) The SMCA shall provide information copies of transportation instructions to the Military Service transportation elements on any special requirements (overseas or CONUS) that have been identified to the SMCA by message. These information copies are sent to the following Military Service organizations:

1 U.S. Navy

Commanding Officer
Navy Ships Parts Control Center
Box 2020
Ammunition Department Code 8534
Mechanicsburg, PA 17055

2 U.S. Air Force

Ogden ALC/DSTMM
Hill AFB, UT 84056

3 U.S. Marine Corps

Commandant
U.S. Marine Corps
ATTN: LMG
Washington, D.C. 20380-0001

(b) The overall SMCA movement plan schedules shipments to overseas customers transported through MTMC-controlled Military Service ocean terminals within the DTS (such as MOT Sunny Point, Concord, and Earle) to coincide with the scheduled ships berthing. The SMCA ship planning message shall contain data on the ship designation, the ocean terminal, and the berthing date. The releases shall contain rating and routing data and direct the use of SROs. They also will set arrival times for shipments at the terminal. The MTMC area commands shall issue to each manufacturing site SROs between the site and CONUS explosives terminals.

(7) Special Instructions for Airlift Shipments

(a) Requests for shipments requiring airlift shall be provided to the SMCA with the challenge and validation of the requirement already completed before forwarding the requisition.

(b) The following procedures apply to the moving SMCA ammunition by air, except for SAAM, which is discussed in subparagraph B.4.d.(7)(c), below.

1 For all supply priority 01-08 overseas requisitions, the Military Services, after completing the air shipment challenge and validation, shall enter an "A" or "B" in CC 79 of the referral order to indicate shipping mode.

2 The SMCA shall process referral orders with an "A" in CC 79 after evaluating the compatibility of the requisition date IPD and RDD and verification of air eligibility if total shipment weight exceeds 500 pounds (Army and Air Force) or 300 pounds (Navy). Referral orders with a "B" in CC 79 are processed for surface movement.

3 For air shipments, the SMCA shall instruct the shipping activity to inform the Military Service ACA that the requirement already has been validated by the appropriate Military Service ammunition command. No further challenge action should be taken by the Military Service ACA.

4 Any changes in the requirement for airlift shall be coordinated by the Military Service ammunition command through the SMCA.

5 The SMCA shall consolidate airlift requirements whenever possible and economically feasible.

6 The SMCA shall inform the affected Military Services by message of all actions taken to process an airlift requirement.

(c) The following procedures apply to moving SMCA ammunition by SAAM.

1 The requiring Military Service shall provide a challenged and validated SAAM requirement to the SMCA by telephone or message.

2 The SMCA shall place the requirement on the shipping activity and MAC, as appropriate, or take other needed steps to meet the required delivery date.

3 Depending on the circumstances, appropriate TACs shall be applied on an equitable basis when the cargo of other Military Services is included on the same mission aircraft. The SMCA is responsible for coordinating any such arrangements since the SAAM would be SMCA controlled.

4 If the original priority changes, the Military Services may elect to adjust an RDD or otherwise modify the requirement to permit the SMCA to use alternate means to complete the action. Such changes should be provided to the SMCA during the coordination process.

(8) Responsibilities of the Shipping Activity. The shipping activity shall:

(a) Prepare and send REPSHIPs on all ammunition components (CONUS and overseas) to the ICP, consignee, and other addressees as directed by the SMCA, including the owning Military Service transportation element. The format is shown in DoD 4500.32-R (MILSTAMP). Prepare CONUS REPSHIPs according to Appendix L, RIN 146, of the MTMR (AR 55-355, NAVSUPINST 4600.70, AFM 75-2, MCO P4600.14A, and DLAR 4500.3).

(b) Provide the owning Military Service and (for shipments of SMCA items) the SMCA with one priced copy of all GBLs issued to move ammunition and related components, and for movement by Quicktrans, LOGAIR, or direct input into the DTS, provide one copy of the Transportation Control and Movement Document to the owning Military Service. These requirements are in addition to other directed distribution and shall be sent to the following addressees, as appropriate:

1 U.S. Army and SMCA

CG, AMCCOM
ATTN: AMSMC-TM(R)
Rock Island, IL 61299-6000

2 U.S. Navy

Commanding Officer
NAVMTO
Norfolk, VA 23511

3 U.S. Air Force

Ogden ALC/DSTMM
Hill AFB, UT 84056

4 U.S. Marine Corps

Commanding General
Marine Corps Logistics Base
Code 470
Albany, GA 31704

e. Tracing and Followup Action. Requests for the status of shipments of SMCA ammunition can be accommodated in several ways. These include:

(1) Access the SMCA In-Transit Visibility File. The basic file concept is geared to the referral order number and is not broken down by lower units, such as the TCN. Most other data elements are key entry elements, and data can be developed to key on such elements as DoDIC to show number in transit, number previously shipped, date, quantity received, and so forth. This data record now exists. (When the current AMCCOM in-transit visibility file is converted to a system with real time capability, the Military Services will be able to access the data via a remote inquiry device.) The following data elements are maintained in the current system:

(a) Month and day.

(b) DoDIC.

(c) Referral order numbers.

(d) Suffix and petition code.

(e) RDD.

(f) Customer.

(g) Quantity.

(h) Source.

(i) Ship designator.

(j) Supplementary address.

(k) Planning message date/time group.

(l) Scheduling code.

(m) Sail date.

(n) Short tons.

(o) Measurement tons.

(p) Latest ETA.

(q) Sail code.

(r) Quantity by customer code.

(s) Grand total in quantity.

(t) Receipt at requiring activity (airlift only).

(2) Supply Followup Actions. AR 725-50 and NAVSUP PUB 437, section VIII (MILSTRIP), provides procedures and guidance for starting followup requests to requisitions. The kinds of requests covered may be submitted by the requisitioner, a supplementary addressee, or a designated control activity.

(3) Shipment Tracing Actions. DoD 4500.32-R (MILSTAMP) provides procedures and guidance for starting tracer actions on items known to have been placed in the transportation pipeline. This action normally is started after the normal transit time or specified RDD has elapsed.

(4) Direct Contact With the SMCA. When one of the above methods of tracing or following up on an item planned for shipment by the SMCA fails to provide an up-to-date status, the AMCCOM Transportation and Traffic Management Directorate should be contacted for assistance.

f. Forecasting Military Services' Movement Requirements. The requirements and capabilities of the various modes of transportation (MAC, MSC, MTMC, and common carriers), as well as those of the MAC aerial and MTMC water terminals, can be calculated only through reliable forecasting. Therefore, the Military Services shall provide long and short-term forecasts of movement tonnage as requested by the SMCA transportation and traffic management element and provide the forecast information to MTMC. Each Military Service shall maintain the current status of ammunition tonnage requirements.

g. Volume Movement Reporting. All volume movement reporting shall be specified in the MTMR (AR 55-355, NAVSVPINST 4600.70, AFM 75-2, MCO P4600.14A, and DLAR 4500.3) and submitted to MTMC for low cost rate negotiation. Both the SMCA and the Military Services are responsible for various aspects of volume movement reporting.

(1) The SMCA initiates volume movement reports on all shipments of assigned ammunition originating at SMCA plants, depots, and depot activities.

(2) The Military Services do volume movement reporting on conventional ammunition moving from retail to SMCA wholesale facilities subsequent to a decision and concurrence of the SMCA authorizing storage in the wholesale facility.

h. Developing Packaging and Transportability Improvements. The DoD programs for reporting and monitoring actions on "Damaged and Improper Shipments" and "Discrepancy in Shipments" provide an excellent source of data for packaging and transportability improvements. Responsible traffic managers shall continually review these reports for deficiencies of interest to other Military Services. Details on corrective or required actions shall be provided to other interested traffic managers. If the SMCA or a Military Service finds a need for joint coordination, it shall advise the traffic management elements of all the Military Services and the SMCA, and act as the lead element for resolving the problem.

C. HANDLING, TRANSPORTATION, AND TRAFFIC MANAGEMENT OF NON-SMCA ITEMS

The instructions in this section apply to the movement of SMCA ammunition in the retail inventories of the Military Services and both retail and wholesale stocks of ammunition not assigned to the SMCA.

1. Safety and Security in Transit

a. Accident and Incident Reporting

(1) Basic accident and incident reporting guidance for transportation is in the joint Military Service publication AR 55-355, NAVSUPINST 4600.70, AFM 75-02, MCO P4600.14A, and DLAR 4500.3, as supplemented by the Military Services. Military Service procedures and formats apply.

(2) Either the transportation elements of the Military Service or MTMC (depending on who first receives the accident or incident report) provides the other Military Services, traffic management elements, and MTMC the data received.

(3) For an accident or incident involving ammunition owned and managed by an individual Military Service, the owning Military Service accomplishes the followup action. The reports of investigation of accidents or incidents involving commercial carriers, or happening off a military installation and made by another Military Service element, shall be furnished directly to MTMC and the responsible Military Service's traffic management element for distribution and appropriate action.

b. DISREPs

(1) Refer to joint regulation AR 55-38, NAVSUPINST 4610.33C, AFR 75-18, MCO P4610.19C, and DLAR 4500.14 for reporting transportation-related DISREPs. The reporting procedures and related processing actions are mandatory for all Military Services, the DLA, and other DoD agencies. Uniformity and prompt corrective action are paramount to the safe movement of munitions and explosives commodities.

(2) In assuming its functional responsibility, MTMC shall investigate reports of unsatisfactory service with the carrier, initiate appropriate corrective action, and notify all involved or affected DoD elements of the action taken.

(3) Both DISREPs and reports of unsatisfactory service on ammunition owned and managed by an individual Military Service must be coordinated with the traffic management element of the owning Military Service.

(4) Situations of joint Military Services' interest must be coordinated immediately by the owning Military Service with other applicable Military Services.

c. Transportation Security. Refer to DoD 5100.76-M, chapter 6.

d. DoT Exemptions and Special Permits. The instructions in paragraph B.1.d., above, apply, except as follows:

(1) The DoD may exercise independent analysis and certification of hazardous materials packaging and containerization pursuant to 49 CFR, Section 173.7(a), in accordance with AFLC/AFSCR 800-29, AMC-R 700-103, NAVMATINST 4030.11, and DLAR 4145.37.

(2) The owning Military Service:

(a) Requests exemptions and special permits through MTMC.

(b) For emergency situations, makes the request directly to the appropriate regulatory agency.

(3) The MTMC disseminates the exemption or special permit to the owning Military Service and military shippers upon receipt from the regulatory agency.

e. Transportation Hazard Classification. The instructions in paragraph B.1.e., above, apply, except as follows:

(1) The developing Military Service:

(a) Notifies MTMC, DDESB, and other Military Services of hazard classification.

(b) Furnishes documentation to support these hazard classifications to MTMC, DDESB, and the other Military Services when required to ship, handle, tranship, or store these explosives or ammunition containing these explosives.

(2) Any conflicts in hazard classification between the Military Services, or other causes for joint review, shall be resolved by direct coordination between the involved Military Services. Final resolution lies with the DDESB.

2. Transportation in the RD&E Phase

a. Coordination and Liaison. For Military Service-owned and -managed non-SMCA items, the primary responsibility for consideration of transportation factors in the RD&E phase rests with the owning Military Service. It is to the mutual benefit of all Military Services, however, that specified Military Service transportability agents provide liaison for their respective Military Services with other DoD Components, Military Service major commands, and other appropriate Government and non-Government agencies in matters affecting transportability.

b. Participation in Packaging and Configuration Control Boards. Packaging and packing is a significant part of the overall transportability effort. The traffic managers of the Military Services' logistics and development commands and MTMC should serve as members of the packaging and configuration management boards of those commands to ensure that handling and transportation aspects are considered properly for the life cycle of ammunition items.

c. Providing Technical Data and Other Handling Information. The developing Military Service shall determine compliance with Military Service and Federal regulations on the safe transportation of the material and ensure that new items are documented and provided for properly in the joint Military Service publication AFR 71-4, DLAM 4145.3, TM 38-250, NAVSUP PUB 505, and MCO P4030.19D, Packaging and Materials Handling - Preparation of Hazardous Materials for Military Air Shipment. Also see "Bureau of Explosives No. BOE-6000 Series, Hazardous Materials Regulation of the Department of Transportation by Air, Rail, Highway, Water and Military Explosives by Water Including Specifications for Shipping Containers," and 49 CFR, parts 100 through 199. The developing Military

Service shall also furnish the other Military Services required to receive, ship, tranship, or store new items with technical data, peculiarities, and special handling requirements to ensure safe and proper handling.

d. Unique Equipment Requirements. The developing Military Service shall provide unique equipment requirements to facilitate shipment and logistics handling of ammunition items to other Military Services and MTMC. This requirement is in addition to Military Service-directed broadcasts of specifications, drawings, and procedures to specified Military Service elements.

e. Packaging and Transportation Certifications. The instructions in paragraph B.2.c., above, apply.

3. Transportation in the Production Phase

a. Production Site Selection and Inactivation

(1) The SMCA shall perform the analysis and determine the production site for non-SMCA items to be produced at SMCA-controlled production facilities. At a minimum, the basic study shall consider the potential distribution, as supplied by the Military Services, related to available sources.

(2) The owning Military Service shall:

(a) Make the requirement known to the SMCA through a MIPR and provide a TDP.

(b) Identify all associated GFM and GFE to be provided by the Military Service.

(3) The same basic study and cost evaluation as performed for SMCA items apply (see paragraph B.3.a., above).

b. Procurement Support. The discussion and instructions on procurement support in paragraph B.3.b., above, for SMCA items apply to non-SMCA items as well.

c. Production Support

(1) Pipeline Support to the Production Site. For non-SMCA items being produced by the SMCA, the Military Service procuring command shall control and monitor the movement of Military Service-procured or -provided GFE components and metal parts into the manufacturing site to meet the production schedule established by the SMCA. This function is accomplished through coordination with the procurement and production managers, contract administering officers (DCAS, AFPRO, NAVPRO), manufacturing sites, and other appropriate Military Service traffic management elements.

(2) Continuing Liaison Requirements. The CAOs and the manufacturing sites maintain a continuing liaison to ensure a high enough float level of metal parts is available at the production facilities to avoid line shutdown. This is done by divertings to other facilities when required, and controlling and directing premium transportation mode movements when economically feasible to avoid more costly alternatives. The developing Military Service traffic management element shall monitor production pacing items strictly to preclude any disruption of manufacturing operations.

4. Transportation in the Logistics Support Phase. Planning for the positioning of ammunition stock to achieve transportation economies shall be an integral part of the planning described in Chapter 7.

a. Positioning Ammunition Stocks in Storage Facilities. Ammunition stocks shall be positioned in storage facilities in a manner to provide maximum service to customers consistent with transportation economy.

(1) Relatively inactive stocks needing minimum care in storage are stored in reserve or standby storage activities.

(2) Ammunition shall be stored in a way to prevent cross-haul, backhaul, circuitous rerouting, and shipments between storage facilities.

(3) Finished ammunition from production shall be retained in storage at the production site to the maximum practicable extent to avoid unwarranted intermediate hauling and transportation. Longer term storage at production facilities depends on whether they are also designated as storage facilities and whether such storage is consistent with subparagraphs C.4.a.(1) and (2), above. Normally, a Military Service's stocks should not be stored at a manufacturing site to the extent that they represent that Military Service's primary or only assets.

b. Storing Ammunition at the Manufacturing Site

(1) The Military Service having ammunition produced at an SMCA manufacturing site shall provide the SMCA direction for movement of finished products to a customer or depot. If ammunition must be temporarily stored at a manufacturing site, the owning Military Service shall submit a written request for space to the SMCA traffic management element. The request must be submitted at least 30 days before the space is needed. It should include the nomenclature of the item(s), subsequent shipping timeframes, and quantities listed by customer.

(2) The SMCA Transportation and Traffic Management Directorate evaluates the impact on the manufacturing site and, considering

cost effectiveness, authorizes a level of storage for the Military Services consistent with the capability of the site to respond to accelerated shipping needs.

(3) The owning Military Service issues advance disposition instructions for any ammunition produced over the capability of the manufacturing site to store. This is to permit direct loading to the carrier's equipment from the production line.

c. Storing Ammunition at SMCA Depots

(1) All costs for transportation to and from depots shall be borne by the owning Military Service. Materiel shipped to or from depots is charged to the transportation fund furnished by the owning Military Service, unless the movement is for the convenience of the SMCA.

(2) The requiring Military Service requests SMCA storage space for non-SMCA items from the SMCA. The SMCA authorizes space without reference to the priority for out-shipment under the requesting Military Service's contingency or resupply mobilization plans.

(3) Each Military Service develops distribution plans for non-SMCA items on an economic and strategic basis, ensuring that basic reaction capability exists to support future contingencies. These plans are limited basically to the annual outloading port planning analysis, but may include any other contingency plan deemed necessary by the individual Military Service. At a minimum, these plans should show quantities of major (main) items and complete round tons to be stored and shipped, the depot or port outloading schedule, planned contingency theater, and a supporting distribution cost analysis.

(4) When the distribution plan specifies use of storage space at a depot, that portion of the plan is furnished to the SMCA for overall assessment of storage site cost and capabilities, and which depot storage space has been approved by the SMCA. The SMCA evaluates the capability of each selected depot. If plans exceed depot capability, the SMCA does a cost study to determine the most effective distribution, considering the least cost and other impacts on the Department of Defense.

(5) The SMCA furnishes the results of the transportation study to the affected Military Service(s) to ensure distribution is to the lowest cost at depots and storage sites having the capability to meet future contingencies.

d. Shipping Procedures

(1) The owning Military Service shall:

(a) Furnish shipping instructions directly to the storing facility from which the material will be shipped; and furnish a copy of the instructions to the SMCA Transportation and Traffic Management Directorate so that a determination can be made on the potential for consolidating shipments.

(b) Control shipment and movement from the time the shipment is released to the carrier at the shipping activity, unless the shipment is consolidated with an SMCA movement. In the latter case, the SMCA performs the movement control.

(c) Prepare and submit all documents needed to support rate negotiations according to the MTMR.

(2) The shipping activity shall:

(a) Prepare and transmit REPSHIPs on all ammunition and components (CONUS and overseas) to the ICP, the consignee, the owning Military Service transportation element, and other addressees directed by the owning Military Service. The REPSHIP format is shown in DoD 4500.32-R (MILSTAMP). Prepare CONUS REPSHIPs according to Routing Instruction Note 146, shown in the MTMR (AR 55-355, NAVSUPINST 4600.70, AFM 75-2, MCO P4600.14A, and DLAR 4500.3), Appendix L.

(b) Provide the owning Military Service a daily copy of each GBL issued to move ammunition and related components; for movements by Quicktrans, LOGAIR, or direct input into the DTS, furnish one copy of the covering Transportation Control and Movement Document to the owning Military Service. These requirements are in addition to other directed distribution. The activity shall also furnish these copies to the applicable Military Service listed below:

1 U.S. Army

CG, AMCCOM
ATTN: AMSMC-TM(R)
Rock Island, IL 61299-6000

2 U.S. Navy

Commanding Officer
Navy Materiel Transportation Office
Norfolk, VA 23511

3 U.S. Air Force

Ogden ALC/DSTMM
Hill AFB, UT 84056

4 U.S. Marine Corps

Commanding General
Marine Corps Logistics Base
Code 470
Albany, GA 31704

(3) Surface export ammunition movements shall be consolidated into shiploads as much as possible. For non-SMCA items that are not consolidated with SMCA shipments, each Military Service making up a shipload shall, in coordination with MTMC, determine the combination of items, select the support points, and determine the cost favorable terminal.

e. Ship Planning

(1) The Military Services shall place firm booking requirements on the appropriate MTMC area command, indicating the cost-favorable terminal (or the terminal required to meet the overseas required date) and specifying the desired ship-on-berth date. This action normally is completed at least 21 days before the ship berth date.

(2) The MTMC shall provide the Military Service a notice of the actual ship-on-berth date, maximum tonnage capability, and other pertinent details.

(3) The Military Service then issues a ship planning message to all involved shippers, the MTMC areas, and other concerned activities, listing the supply sources and quantities of the individual shipments.

(4) Using the ship planning message as the offering, MTMC issues export releases under the FRS procedures as outlined in subparagraph C.4.e.(5), below. The release shall contain rating and routing data or direct the use of SROs. The release also sets arrival time for shipments at the terminal. The MTMC area shall issue to each manufacturing site SROs between the site and CONUS explosive terminals.

(5) The FRS is used for ocean export of ammunition. Responsibilities pertinent to the FRS are specified in the MTMR (AR 55-355, NAVSUPINST 4600.70, AFM 75-2, MCO P4600.14A, and DLAR 4500.3), paragraph 216044. The following instructions amplify these procedures.

(a) The SMCA shall issue transportation instructions (ship planning message or special instructions) if the shipment contains SMCA materiel. Otherwise, the instructions shall be issued by the activity empowered to issue an MRO for the materiel.

(b) Transportation instructions and the MRO shall be issued simultaneously. Instructions are normally issued by message to

the requisitioner, shipper, MTMC area command routing authority, the owning Military Service(s) transportation element, export ocean terminal, overseas discharge ocean terminal, and other activities requested by the owning Military Service.

(c) Transportation instructions shall be issued in a disciplined format and must include four types of data lines as shown in figure 9-1. Figure 9-2., defines the data elements for the disciplined portion of the transportation instructions.

(d) Upon receipt of the transportation instruction, the MTMC area command routing authority shall provide export traffic releases and necessary route orders to the shipping activities. The MTMC area commanders shall also perform the other functions specified in AR 55-355, paragraph 216044, and NAVSUPINST 4600.70.

f. Forecasting Military Services' Movement Requirements. The requirements and capabilities of the various modes of transportation (MAC, MSC, MTMC, and common carriers), as well as those of the MAC aerial and MTMC water terminals, can be calculated only through reliable forecasting. The long- and short-term forecasting of movement tonnage for non-SMCA items is performed by the Military Services according to internal Military Service regulations. Each Military Service shall maintain the current status of ammunition tonnage requirements.

g. Reporting Shipping Damage and Discrepancies. Existing DoD programs for reporting and monitoring "Damaged and Improper Shipments" and "Discrepancy in Shipment" are an excellent source of data for packaging and transportability improvements. Responsible traffic managers shall review these reports regularly to find deficiencies of interest to other Military Services. They shall also provide interested traffic managers of other Military Services with details on corrective actions and advise them of required corrective action by those Military Services and when joint coordination may be needed or advantageous. The Military Service determining the need for joint coordination shall advise all the Military Services of the problems, details, and circumstances and act as the lead element in resolving problems.

1. Data line type "003:" (one line thus per set of instructions)

```
 1     2            3         4
B14/0660800/A566  DOB 0103/1N4 MOTSU VOY A000 Suppl No 1
```

2. Data line type "004": (one line thus per overseas cosignee)

```
    5     6       7
POD JF3/WK4DCG/ETA0118
```

3. Data line type "005": (one line thus per shipment unit)

```
 8   9            10    11  12    13     14   15   16  17 18
B47B47/WK4TTH00490802X/A/F80/00001120/0024/0056/D544/15/119
```

4. Data line type "006": (as many lines thus as required per shipment unit)

```
 19
RMK PROJ 155MM HE  CGVVII CL A BLUE GRASS 3042 PLTS NEW 355306 LBS RMK

NONSENSITIVE (PPWR EUROPE)
```

Figure 9-1. Format for "Disciplined" Portion of Transportation Instructions

NOTE: Use of the virgule (/) is compulsory between fields where shown, as are the field sizes specified below. Use of spaces and punctuation within a field is optional except when specified otherwise below.

1. NICP issuing the planning Wire (Use MILSTRIP). (Field Size - 3 Positions)

2. Date/Time Group (Zulu Time) of Initiation of Planning Wire. The date shall be shown as a Julian date; time shall be expressed to nearest hour. No two planning wires from the same ICP shall bear the same date/time group. (Field Size = 7)

3. Ship Number and Date On Berth. Show ship designator and planned on berth date. The on berth date shall be expressed as a four-position date as follows: YDDD, where Y = last digit of current year, and DDD = the number of the day in the year. (Field Size = 13)

4. POE Code and Remarks. The water terminal designated to receive and load the material listed in the planning wire shall be expressed as a three-character code as defined by MILSTAMP, Appendix B. If voyage number is not known, zero fill that portion of the field. If not the basic instruction message, give supplement number, if not the basic instruction message. Show any remarks that pertain to the instructions in total. (Field Size = 39) If additional space is needed for remarks, use as many data lines type "006" as required.

5. Overseas POD. Show "POD" followed by code symbol for the port as shown in MILSTAMP, Appendix B. (Field Size = 7)

6. Overseas Consignee. This is the coded overseas shipping address (DoDAAC) of the activity designated to receive the shipment units listed below. (Field Size = 6)

7. ETA. This is the estimated date of arrival at the overseas POD, shown as a Julian date. (Field Size = 7)

8. Requester. This is the MILSTRIP RIC of the activity that is to receive the export release. (This or may not be the same as the shipper.) (Field Size = First 3 of a 6 position field)

Figure 9-2. Data Elements for "Disciplined" Portion of Transportation Instructions

9. Shipper Activity Effecting Physical Shipment. Show MILSTRIP identifier code, if assigned. If no code has been assigned to the shipper, HQ MTMC (AUTOVON 289-1069) should be contacted for assignment of RIC and, in addition, the name and address of the shipper should be shown in the remarks field, data element 19. (Field Size = Last 3 of a 6 position field)

10. Shipment Unit. Consists of the requisition number (under MILSTRIP) plus the assigned suffix, followed by a hyphen and five zeros. (EXAMPLE: WX3JRP00103500A-00000). If suffix has not been assigned, show "X." (EXAMPLE: WX3JRP00112764X-00000) (Field Size = 21)

11. Funding Agency Code of Agency Funding for Domestic Transport. (Field Size = 1)

CODE	ASSIGNMENT
A	Army
F	Air Force
M	Marine Corps
N	Navy

12. Project Code. This project code is perpetuated from MILSTRIP requisition, as applicable. If no project code is assigned, fill field with numeric zeros. (Field Size = 3)

13. Round Count. Total rounds included in the shipment unit shown on the line. Use numeric zeros to left of high-order digit to fill the field. (Field Size = 8)

14. Cube. Total cube of shipment unit shown on the line, expressed in measurement tons. Use numeric zeros to left of high-order digit to fill the field. If weight and cube are less than 2,000 pounds and 40 cubic feet, respectively, enter "0001) and use a type "006" line that states "ACT WT and CU ____ LBS ____ CU FT." (Field Size = 4)

15. Weight. Total weight of shipment unit shown on the line, expressed in short tons. Use numeric zeros to left of high-order digit to fill the field. Also, see data element 13, above. (Field Size = 4)

16. DoDIC. Show DoDIC of the item. If no DoDIC is assigned, zero fill this field and give NSN or part number in remarks on a data line type "006." (See data element 19.) (Field Size = 4)

17. IPD. (UMMIPS IPD) Perpetuate from the MILSTRIP requisition. Use numeric zero to left of high-order digit to fill the field. (Field Size = 2)

Figure 9-2 Data Elements for "Disciplined" Portion of Transportation Instructions--Continued

18. RDD. RDD of the shipment unit, expressed as a Julian date (or code 999, when applicable) when assigned by the requisitioner. Perpetuate from MILSTRIP documentation. Fill field with numeric zeros, unless an RDD or code 999 is assigned by the requisitioner. Do not compute the Priority Delivery Date. (Field Size = 3)

19. Remarks. Use this line, preceded by "RMK" in first three spaces of line to show the commodity description and Coast Guard and DoT Class of the commodity included in the preceding shipment unit(s) followed by the in-the-clear name of the shipping activity. Use this line also to show remarks that pertain to the shipment unit(s) immediately preceding the "Remarks" line, including information on classified status and other special information that pertains to the specific commodity. More than one line may be used for "Remarks," if necessary. If remarks extend beyond one line, begin each line with "RMK." (Field Size = 69)

Figure 9-2 Data Elements for "Disciplined" Portion of Transportation Instructions--Continued

CHAPTER 10

PACKAGING AND PRESERVATION

A. GENERAL POLICIES

The objectives of this chapter are to promote inter-Service coordination and standardization of ammunition packaging and establish procedures for attaining such coordination and standardization. The procedures in this chapter supplement DoD and Military Service packaging and preservation guidance (Appendix G) and are mandatory for ammunition assigned to the SMCA. They may be adopted for non-SMCA ammunition at the discretion of the Military Services.

1. Packaging Functional Interfaces. Packaging interfaces functionally with operations throughout the logistics pipeline. The main interfaces are with the following:

a. Production facilities and equipment, both active and inactive.

b. Storage facilities.

c. Production line operations, to ensure that production line and packaging operations are compatible, safe, and efficient.

d. Intra-activity handling of packaged or unitized loads.

e. Transportation handling methods and equipment for loading on or off carriers, as well as restraint systems.

f. The MTMC routing authorities.

g. Transportation modes, including rail, truck, ship, and aircraft.

h. Transhipment receipt, handling, and storage.

i. Ship loading and unloading, including transportation to dockside; handling to, within, and from the ship; and dunnage within the ship.

j. Receipt, handling, and storage at operational activities.

k. Retrograde shipments, including packaging preparation, handling, and shipment.

l. Demilitarization, including disposition of packaging items and components.

m. Recycling, inventory, and disposal of packaging items and components.

n. Regulatory requirements for packaging, transportation, and physical security.

2. Standardization. Packaging, including quantity per package for a specific round of ammunition and its components, shall be standardized among the Military Services, insofar as such standardization is practical and consistent with the tactical needs of the respective Military Services.

3. Standardization Methods. Maximum interchangeability and standardization shall be sought constantly as follows:

a. By freely using existing container designs while maintaining configuration control.

b. Before undertaking new container design, querying the CDRS maintained at AD, Eglin Air Force Base, to ensure maximum use of existing designs or design features.

c. By maintaining full interchange of information, beginning with the exploratory development stage and continuing throughout the life cycle of the end item.

4. Maintaining the Container Data Base. Data for each final design of a specialized container shall be added to the CDRS as soon after formal release as practicable.

5. Continuing Dialogue Requirements. The round or component design activity shall keep the packaging design activity fully informed on item configuration (and changes thereto) affecting package design throughout the life cycle of the round. All design activities shall keep logistics activities fully informed of package design changes.

6. Validating the Packaging Design. The packaging design activity shall ensure the acceptability of the design for use (multi-Service use, if applicable) throughout the logistics system, satisfying all identified interfaces.

7. Coordination with Related JOCG Functional Groups and MTMC. Packaging activities shall maintain close coordination with the JOCG Safety; Security; and Handling, Transportation, and Traffic Management Functional Groups, as well as with MTMC.

B. RESEARCH AND EXPLORATORY DEVELOPMENT

1. Purpose. This section states policies and procedures for inter-Service coordination among organizations charged with the R&ED of packaging for ammunition. The objectives of the coordination are to achieve the following:

a. Avoid duplication of effort.

b. Ensure efforts are undertaken in all necessary areas concerned with ammunition packaging.

c. Exploit applicable findings of other Military Services.

d. Anticipate requirements brought about by changing user practices.

e. Stimulate development of new methods and techniques for better protection of ammunition at reduced cost and to ease the logistic burden on the user.

2. Military Service R&ED Responsibilities. Each Military Service shall:

a. Develop and fund its own R&ED packaging programs. Appropriate funding support may be given by the other Military Services.

b. Take maximum advantage of Department of Defense and JLC guidance of general application on packaging R&ED.

c. In developing its program, coordinate its proposed tasks with the other Military Services and the transportation operating agencies.

(1) POCs for this purpose shall include the members of the JOCG Packaging and Preservation Functional Group.

(2) Methods of coordination (mail, telephone, and personal visits) are left up to the individual Military Service.

d. Submit copies of normal quarterly and final R&ED packaging tasks to counterpart contacts. These reports are in addition to other reports that may be sent routinely to other Military Services.

e. For its own ammunition packaging, perform the following:

(1) Review advances in packaging state-of-the-art (foreign, commercial, and nonammunition oriented) for possible exploitation.

(2) Review feedback reports to determine packaging shortcomings that appear on an across-the-board basis.

(3) Review user doctrine to determine future operational plans in the final delivery to user phase of the logistics cycle.

(4) Evaluate user requirement documents to establish trends in future packaging needs.

(5) Review value engineering change proposals and beneficial suggestions to ascertain general areas requiring attention.

(6) Evaluate the general impact on packaging requirements resulting from plant modernization, changes in user tactics, and changes in the transportation system. Examples of the latter two are mechanization of materials handling equipment in the user's organization, more use of airlift, and containerization of cargo.

C. ENGINEERING DEVELOPMENT

This section establishes policies and procedures to ensure that upon completion of engineering development of a specific ammunition round, fully tested and documented packaging materials, procedures, and container designs are available as a part of the round's product base line.

1. Engineering Development Policies

a. Development Responsibility. The ammunition end item acquisition or project manager assigns responsibility for development of packaging for new ammunition items. The assignment shall be consistent with the standing procedures of the manager's Military Service.

(1) If the round is likely to be cross-serviced, the special packaging needs of the affected Military Service(s) shall be solicited and fulfilled whenever practicable.

(2) If the SMCA is to be the producer and wholesale distributor, early coordination shall be undertaken to ensure producibility and transportability.

b. Funding. Packaging engineering development costs for a specific ammunition item, and for any or all its components, shall be funded as a part of the ammunition end item development cost. The product, development, or acquisition manager for the end item shall ensure adequate and timely funding support.

c. Time Phasing. Packaging engineering development for a specific ammunition round, or for any or all its components, shall be started early enough to ensure that:

(1) Prototype production packaging is available for any required hazard classification testing, such as Class A, B, or C explosive.

(2) Prototype production packaging is available for round test and evaluation (including OT&E) according to the approved round development plan.

(3) Prototype production packaging is available for any required transportability testing or demonstration.

(4) The final production release documentation for the ammunition item includes a complete, proven by test, producible design disclosure for its packaging.

d. CM. Packaging for ammunition shall be an integral part of the applicable ammunition item or component base line. Packaging development criteria shall be generated as a part of the conceptual phase of the ammunition item. This must produce the following:

(1) The equivalent of a packaging allocated baseline at the end of round advanced development.

(2) A packaging product baseline before the round is released for production.

e. Engineering for Transportability

(1) All ammunition must be transportable. When packaged properly, relatively few ammunition items need be considered transportability problem items because they are not configured so as to:

(a) Exceed the dimensional thresholds of MIL-STD 1366, thus requiring special routing studies or aircraft loadability analyses.

(b) Contain combinations of substances normally not permitted in combination by DoT regulations (for example, rocket ammunition with fuze and warhead and a liquid fuel) requiring action through channels to obtain exemptions for their shipment.

(c) Be of such a dangerous or sensitive nature as to require technical escort during transporation.

(2) The developing Military Service shall identify those few true transportability problem items to MTMC and the Military Services' designated transportability agents early enough to ensure shipment capability.

(3) A fundamental purpose of packaging is to make the ammunition item transportable. Therefore, packaging shall be designed to

ensure safe and efficient loading and handling into rail cars, trucks, cargo aircraft, break bulk shipping, and large transport containers, and to meet physical security needs.

(4) Engineering for transportability is part of the round development process. Neither the package nor the round shall be released for full-scale production until all transportability engineering is complete. This includes coordination with logistics centers and documentation and approval of car loading, truck loading, ship loading (where necessary), transport container loading (stuffing), and aircraft loading procedures (if necessary). These data shall form a part of the product baseline that is released to production. Each Military Service shall prescribe procedures for accomplishing engineering for transportability.

2. Engineering Development Concepts. Packaging engineering development shall be conducted within the framework of the following concepts:

a. Guiding Documents. Packaging development shall be according to the guidelines in DoD and Military Service packaging and preservation guidance. Appendix H lists the applicable publications.

b. Criticality. By definition, packaging for ammunition shall be considered critical, as defined in MIL-STD 490. The developing activity shall impose configuration management at the appropriate time, but not later than release for full-scale production.

c. Cost Goals. The basic cost goal for ammunition packaging shall be the lowest life cycle cost of the round, not the lowest acquisition cost of its packaging. In weighing methods of attaining this goal, the packaging development activity shall consider the following:

(1) Engineering development cost.

(2) Procurement costs for elements of the package.

(3) Labor costs for packaging and unpackaging.

(4) Costs for return of empty containers (if applicable) and forward area repackaging costs for retrograde ammunition.

(5) Handling and shipping costs for empty and loaded containers.

(6) Efficient and cost-effective transport vehicle loading, including containerization.

(7) Cost savings from secondary uses of packaging materials.

(8) Maintenance and storage costs.

(9) Disposal costs and environmental impact.

d. Safety. There shall be no compromise with explosives safety or with systems safety.

e. Legal Constraints. Effectiveness criteria shall include satisfying, or obtaining necessary waivers from, the constraints imposed on packaging ammunition by the DoT, the EPA, the Department of Labor, and the Public Health Service.

f. Tradeoff Studies. Effectiveness criteria and lowest life cycle cost shall be established, insofar as practical, by tradeoff studies, including studies of reusable versus nonreusable containers. If reusable containers are being considered, tradeoff studies shall include container logistics support and contributions to system reliability and maintainability.

g. Delivery to the User. While user needs, as identified by a particular Military Service, must be satisfied, every effort shall be made to keep package design proliferation to a minimum in the interest of production efficiency. This countervailing goal will assume greater importance as use of automated packaging techniques increases. Packaging shall be designed for effective, safe delivery to the ultimate user and safe, efficient storage, handling, unpacking, and disposal by this ultimate user. This design goal recognizes that more than one package may be needed for a given ammunition item so as to take into account such factors as the following:

(1) Differing user needs for quantity per package.

(2) Differing package configuration dictated by mode of delivery to consumer (e.g., helicopter delivery to a battery, delivery by organic surface transportation, and transfer at sea).

(3) Storage space available in ship, airplane, combat support, or ground combat vehicle.

h. Unit Loads. In developing unit load configurations, consideration shall be given to the weight handling limitations of the using organization and to optimizing the dimensions. The latter area includes taking into account the dimensional constraints of transportation media and ensuring safe, economical restraint in these media. The design guidelines in MIL-STD 1660 shall be followed.

3. Engineering Development Procedures

a. CDRS Interrogation. Before starting design of a new specialized container, the design activity shall interrogate the CDRS to

determine whether there is an existing surplus container or existing design that can be used as is or with minor modification. The inquiry should be submitted as soon as preliminary container design needs are formulated. The design activity prepares the inquiry in the format shown in MIL-STD 1510 and sends it to Armament Division (YXC), Eglin AFB, FL 32542.

(1) Feedback from CDRS. Feedback from the CDRS shall be considered for the proposed container and in detailing the design. The design activity shall obtain candidate surplus containers from their item managers or up-to-date drawing packages from the CDRS.

(2) Using Existing Container Designs. When a design activity determines an existing container or container design can be used as is, or with minor modification, the activity with design knowledge of the existing container and the CDRS Management Office shall be informed.

(3) Support Agreement. When a container becomes common to more than one Military Service through the foregoing process, specific agreement shall be reached on procurement responsibility, intermediate and depot level maintenance responsibilities, and other supply support to ensure effective supply management. When a reusable container is being designed or adopted and the SMCA will have production responsibility, specific plans should be coordinated with that activity.

(4) Inputs to CDRS. As soon as practicable after release of a new container design (or a modified design if the modifications were of sufficient magnitude to cause a change in formal nomenclature, such as Mod 0 to Mod 1), the design activity shall furnish pertinent data to the Armament Division (YXC), Eglin AFB, FL 32542, for incorporation into CDRS. Data on the container and its contents shall be in substantial conformity with MIL-STD 1510. Even if an existing container is being used as is, data on the contents, keyed to the existing container, shall be furnished.

b. Data Exchange. In addition to the foregoing, the Military Services shall exchange data on the results of any packaging development effort, as authorized in section A., above.

c. Coordination. The life cycle implications of engineering developments in packaging shall be recognized and provided for through mandatory coordination between development and logistics centers early in the development cycle, and at appropriate development and testing stages thereafter. This coordination is to ensure adequate provision for logistics considerations. It is important especially when the designer and the producer are in different Military Services.

4. Compliance With DoT Regulations. The Military Services are bound by Act of Congress to ship ammunition in conformance with the hazardous materials regulations of the DoT. These regulations have specific restrictions on types of containers to be used and, in many

instances, restrictions on the gross weight or weight of contents allowable in a single container. The regulations do, however, grant substantial leeway to the Department of Defense to vary from the letter of the DoT restrictions and also provide for exemptions in certain cases. The following specific procedures should be followed in interpreting the authority granted to the Department of Defense:

a. Authority. Title 49, CFR, section 173.7(a), stipulates that shipments of hazardous materials offered by, or consigned to, the Department of Defense must be packaged, including limitations of weight, according to the regulations, or in containers of equal or greater strength and efficiency as those required by DoD regulations. In 1971, the DoT issued a written interpretation of this provision, stating that the phrase "limitations of weight" did not apply to containers meeting DoD specifications provided that determination is made that a package is of equal or greater strength and efficiency than the prescribed DoD container. The DoT has not defined officially what it means by "equal or greater strength and efficiency." What follows constitutes joint agreement on the meaning of equal or greater strength and efficiency, how to demonstrate it, and who may certify compliance with the cited paragraph of a regulation issued pursuant to public law.

b. Options. Three options are open to the container designer:

(1) Comply with all requirements of 49 CFR 173.24 and with the individual commodity requirements of 49 CFR 172.101.

(2) Comply through certification under 49 CFR 173.7(a).

(3) Seek exemption. This is the least desirable choice.

c. Compliance Requirements. Title 49, CFR, compliance consists of determining that the container either satisfies sections 173.24 and 172.101 or is certified under section 173.7(a). Testing to ensure compliance with these requirements may be performed in conjunction with, or as a part of, Military Service design tests. Service design tests are those prescribed by such joint publications as AR 70-44, OPNAVINST 4600.22A, AFR 80-18, MCO 4610.14B, and DLAR 4500.25, Engineering for Transportability, and TB 700-2, NAVSEAINST 8020.8, TO 11A-1-47, and DLAR 8220.1, as well as other Military Service development and product improvement directives. Changes to approved packages shall be controlled according to AR 70-37, NAVMATINST 4130.1A, MCO 4130.1A, AFR 65-3, DLAR 8250.4, NSA-CSS 80-14, DCAC 100-50, and DNA INST 5010.181. Containers are designed and controlled to meet the CFR requirements for DoD containers of equal or greater strength than DoT prescribed containers. The mere use of either a DoD or DoT specification container without attendant supporting design data relating the container to the item does not constitute compliance with CFR requirements.

d. Certification Requirements. Container certification shall be according to AFLC/AFSCR 800-29, DARCOM-R 700-103, NAVMATINST 4030.11, and DLAR 4145.37.

e. Seeking Exemption. Exemption from the DoT regulations may only be granted by the DoT OHMR. The required procedures and data are in 49 CFR 107 and are lengthy and complex. Further, an exemption is not permanent; it must be renewed at least once every 2 years. Because of this complexity, exemptions shall be sought only if it is contemplated that shipment of the ammunition or explosive will involve items forbidden by the DoT regulations, not specifically classifiable thereunder, or requiring transportation vehicle configurations prohibited thereby. Nonexclusive examples of these categories are: nitroglycerin desensitized with a material whose vapor pressure is below that of nitroglycerin; a rocket or missile round complete with fuze, warhead, and liquid fuel; an item so temperature sensitive as to need temperature control devices in a transport vehicle powered by any flame-producing mechanism. No specific cut-and-dried procedure to guarantee that the DoT will grant an exemption on the first try can be formulated. The following procedures shall prevail:

(1) Planning. As soon as it becomes clear that an exemption will be needed, the project, acquisition, and integrated logistics support managers and the design agents for the round or the round's packaging shall, collectively or severally, contact the approving command, preferably informally. The purposes of this contact are to ensure that item safety data will be available in the depth required by the DoT and packaging or transportation concepts (or both) are definable in enough depth to satisfy the DoT. The DoT regulations require formal docketing of exemption requests 120 days before the proposed effective date, unless it can be shown that an emergency requires otherwise. In the normal engineering development of a new round or ingredient, 120 days is ample time.

(2) Preparing the Petition. When satisfied that enough data is at hand to warrant submittal to the DoT, the approving command shall prepare a petition to the DoT for exemption from the pertinent regulation. The petition must be in the form and to the depth required by 49 CFR 107. The approving command shall submit the petition to the OHMR through the Commander, MTMC, or as provided otherwise in DoD Directives. The approving command shall also ensure prompt submittal of any further data or clarifications requested by OHMR, plus any necessary replies to comments for exemption in the Federal Register.

(3) Annotating Drawings. After receiving notice of approval of a request for exemption, the design activity shall annotate all drawings required by the DoT exemption with the reference data of the OHMR notice of approval.

(4) Notifying the Shippers. Using its standard procedures, the approving command shall notify all shippers and potential shippers (including transhipment points) of the existence of the exemption, any

conditions attached thereto by OHMR, and the expiration date of the exemption.

(5) Renewals. The approving command shall initiate action for timely renewal of exemptions according to 49 CFR 107. If, after approximately two renewals (or less if a substantial member of shipments have occurred), it appears that the need for shipping exemption will continue to exist, the approving command should prepare a petition for formal rule making under 49 CFR 106.

(6) Exception. In unusual circumstances, such as when the complete "package" involves major investment in a limited number of items, the approving command may consider requests for certification or exemption without prototype hardware having been built or tested. Data required for review includes drawings suitable for critical design review, supported by such calculations as stress analyses and shock and vibration performance predictions, a safety analysis (preferably in the form of a fault tree), and description of critical proof of design tests to be performed.

f. Retroactivity. The procedural rules outlined above shall not be interpreted as requiring action to comply therewith on existing approved designs. If existing special permits or exemptions are scheduled to expire, however, compliance with 49 CFR 107 is mandatory.

D. PRODUCTION AND SERVICE PHASES

The procedures in this section apply to the control of packaging while the round is being produced or is in service.

1. Packaging

a. Configuration Control. The activity with engineering responsibility for an end item's packaging shall maintain configuration control of ammunition end item packaging after the item is released for production.

b. Waivers, Deviations, and Changes. The preferred methods of requesting and supporting packaging waivers, deviations, and changes are in MIL-STD 480 and MIL-STD 481. Activities not using these two military standards shall provide adequate documentation and justification for proposed changes to a package or container when the design is controlled by another Military Service.

c. Processing Requests for Waivers, Deviations, and Changes. Such requests shall be processed according to Chapter 4.

2. Packaging Concepts for the Production and Service Phases

a. Sources of Changes. Changes in packaging can arise from many sources. Causes include changes brought about by changing use concepts, enhancing producibility, correcting deficiencies, updating the

procurement package because of specification changes, value engineering proposals or beneficial suggestions, and formally established product improvement engineering efforts.

b. Change Control. Changes that improve safety or reliability, or reduce life cycle costs without degrading safety or reliability, obviously are desirable. Such changes must, however, be incorporated in a responsible way, without harming the interests of any user or producer Military Service.

c. Costing Changes. In analyzing the packaging cost impacts of proposed changes, the cost elements shown in paragraph C.3.c., above, shall be considered. In many cases, this will justify an increase in packaging costs in order to attain a larger cost saving elsewhere in the system, such as in transportation. Cost impact should be analyzed on the basis of current and projected production rates as shown in the FYDP. In peacetime, cost impact should also be figured on the full planned mobilization production rate.

3. Packaging Procedures in the Production and Service Phases

a. Proposing Changes. Any Military Service or ammunition producer using an ammunition item may propose changes in the packaging of that item.

b. Coordination. If the specific ammunition stock number is used only by the requesting Military Service and the packaging (including the outer container) is peculiar to that Military Service, further engineering coordination is not necessary. The change must be coordinated with the producing Military Service to determine production cost impact and an effective date. If the proposed change involves a change in the configuration of an outer container used by more than one Military Service, the change must be coordinated according to paragraph C.4.c., above. The normal format for proposing changes is that for engineering change proposals (MIL-STD 480 or MIL-STD 481). This applies whether the proposer is in the customer Military Service or the producing Military Service (for example, the SMCA).

c. Updating Documentation. The only packaging changes not requiring coordination with users or producers are simple reference changes in drawings or specifications to update these references. An example would be updating the specification number of a prescribed paint. Making such changes is the prerogative of the activity with design responsibility for the container.

d. Other Changes. Each Military Service shall set up procedures for preliminary feasibility review of value engineering proposals and beneficial suggestions. If such proposals prove worthy of further evaluation, they, together with appropriate comments, shall be forwarded to the activity with design responsibility for the package for final evaluation.

e. Ammunition Stock Numbering. If a stock number change is needed, the proposed change shall be coordinated with the DLSC, through the individual Military Service's inventory or item manager, using established procedures. For items managed by the SMCA, DLSC coordination shall be through the SMCA, using the procedures in Chapter 7, section B. A new stock number is required for any of the following packaging changes:

(1) Changes in Quantity Per Package. If the pallet is the unit package (such as for bombs or separately loaded projectiles), this rule also applies to the quantity per pallet.

(2) Significant Changes in the External Configuration of the Unit Container. Examples are significant changes in dimensions; changes in container material, such as wood to metal; and changes in container type, such as substituting the M548 box for the Navy MK 1 ammunition box.

f. Cataloging of Packaging Data. Package descriptions are a part of packaging data.

(1) Each Military Service shall set up procedures to ensure that supply cataloging data includes appropriate descriptions of items in their packaged configuration.

(2) When design responsibility is vested in one Military Service and another Military Service is a user or has wholesale supply responsibility, the Military Service having design responsibility shall provide packaging data to the other Military Service(s).

(3) If the SMCA is to be the producer and wholesale distributor, early coordination shall be undertaken to ensure packaging data is placed in the SMCA's automated retrieval system for storage, distribution, and contingency planning purposes. In such cases, the Military Service having package design responsibility shall notify the SMCA of packaging changes so that changes may be made to data stored in the automated system.

E. CONTAINER AND PALLET MANAGEMENT

This section sets forth policies and procedures for supply management of containers and pallets, with particular emphasis on reusable containers and pallets.

1. Concepts for Container and Pallet Management

a. Economical Use of Containers and Pallets. Economical operation requires the fullest practical use of all assets, particularly those that may be reused.

b. Container Reusability. The degrees of container reusability range from fully reusable to simply recloseable. These varying degrees

of reusability are defined in MIL-STD 1367. The unit costs of reusable containers range from a few cents to thousands of dollars.

c. Pallet Reusability. All pallets are reusable. Metal pallets have a longer service life than wooden pallets, especially when exposed to an adverse environment.

d. Deciding When to Reuse Containers and Pallets. The decision to reuse an available asset is primarily an economic one in which the costs of refurbishment and retrograde transportation play a large role. This is true especially if the asset happens to be overseas and is needed at a CONUS production facility. Therefore, such decisions must be on an item-by-item basis and tempered by the urgency of need for the particular asset.

2. Container and Pallet Management Policies

a. Financial Management. The Military Service having need for a reusable container or pallet shall plan, program, and budget for refurbishment of necessary assets according to Chapter 8 of this manual.

b. Technical Management. The container or pallet design activity shall ensure refurbishment instructions (technical order, maintenance manuals, and repair procedures) are adequate and available before releasing the container or pallet for production.

c. Asset Management. The ammunition procuring activity shall coordinate all procurement with both the retail owning Military Service and its own reusable container or pallet IM, to ensure use of available containers and their repair parts.

3. Procedures for Container and Pallet Management

a. Cataloging. Reusable containers and pallets shall be cataloged. The developing Military Service shall start action to obtain an NSN as soon as the design is stable and drawings are available.

b. Return Instructions. Each Military Service, using its own procedures, shall ensure the return of assets, when needed, to designated points. If an asset is used by more than one Military Service, the managing Military Service shall inform the appropriate IM of each using Military Service when a reusable asset exceeds its known requirements.

c. Storage. Pallets and containers returned to stock after munitions have been expended shall be stored at authorized sites in the appropriate condition and ownership codes.

d. Stock Management. Chapter 7 applies to wholesale stock management. The following additional procedures also apply specifically to containers and pallets:

(1) Reusable container and pallet IMs shall maintain constant surveillance over all such inventories and take prompt disposition action on obsolete, unserviceable, or uneconomical-to-repair assets. This is to prevent unnecessary storage and transportation costs.

(2) The SMCA shall normally procure containers and pallets for items procured by the SMCA using funds allocated for this purpose.

(3) Military Services placing MIPRs or other orders on the SMCA shall include the following specific information:

(a) Quantity of new reusable containers and pallets and the exact configuration to be procured.

(b) Source and availability of empty customer Military Service-owned assets.

(c) Whether empty assets will be furnished to the designated producing plants in ready-for-issue condition or must be repaired or refurbished by the SMCA.

e. Stocks Held by Other Military Services. Some reusable containers and pallets are multi-Service items. The following procedures are designed to optimize the use of these assets:

(1) Military Services requiring reusable containers and pallets used by other Military Services shall query those Military Services on the availability of such assets on either a reimbursable or nonreimbursable basis.

(2) After the pallet IM receives a validated requirement from the ammunition IM, he shall begin refurbishment action. The objective is to put the desired assets into serviceable condition on schedules to match the production schedules.

(3) Refurbishment shall be performed according to the policy in paragraph E.2.b., above. If no written procedure exists, a work statement shall be attached to, and made a part of, the work order, MIPR, or contract. Procedures in appropriate parts of Chapters 7 and 8 shall be used in container and pallet refurbishment actions.

F. RETROGRADE AMMUNITION

This section provides policies and procedures for the packaging or repackaging of ammunition to be retrograded from a forward activity (or ship) to CONUS or to a major overseas depot-type activity.

1. Concepts for Retrograde Packaging

a. Retrograde shipments are an essential part of the overall ammunition logistics system.

b. Retrograde problems arise because the existing package is either deteriorated from exposure to an adverse environment or it is not the approved package for the ammunition.

c. Use of defective packaging has grave safety implications for those involved in transporting and handling the ammunition, as well as for the civilian population. At a minimum, packaging that does not conform to subsection C.4., above, causes delay or unacceptable additional work load at the first U.S. port of entry before it can be moved legally through the U.S. transportation network. Similar problems may be encountered in other countries.

2. Retrograde Packaging Policies

a. Repackaging. Repackaging for retrograde movement shall be held to the minimum, consistent with safe and efficient movement.

b. Military Service-Peculiar Packaging. Packaging designs that have been approved by the responsible engineering activity of any one Military Service for the movement of a specific item by a specific mode of transportation shall be acceptable to all Military Services for retrograde of that item in that mode.

c. Obsolete or Superseded Package Design. These package designs (including markings), whether Military Service-peculiar or common to more than one Military Service, shall be acceptable for retrograde purposes. This does not apply, however, if the Military Service with design responsibility has declared that particular design to be unsafe for movement by the mode(s) of transportation involved.

3. Procedures for Retrograde Packaging

a. Inspection Before Retrograde. Ammunition identified as a retrograde candidate shall be inspected to determine its suitability for transportation to its intended destination. If possible, this inspection should be conducted by an ammunition QA specialist, an EOD team member, or a member of a Mobile Ammunition Evaluation and Repair Unit.

b. Criteria for Suitability for Transportation. Suitability for transportation shall be based on Military Service drawings and standards, coupled with the requirements of DoT regulations. Packing materials shall be inspected before use, to ensure the absence of rodents, snails, or insect infestation. Unless specifically waived, insecticides, fungicides, and rodenticides shall be used as prescribed by Military Service, agriculture, or health directives pertaining to the geographic area.

c. Repackaging. If an item's packaging must be replaced, the following priorities apply:

(1) Priority 1. Replace with packaging material generated as a result of consumption of like items.

(2) Priority 2. Replace with packing material requisitioned through the supply system.

(3) Priority 3. Use a nonstandard package, following the instructions in subparagraph F.3.d.(3), below.

d. Operating Guidelines

(1) If an item that requires repackaging is being consumed in a theater by any Military Service, it is almost certain that serviceable packaging material is available for reuse. Transfer of packaging and palletizing assets between commands and Military Services is encouraged. When this is done, the respective Military Services' retail IMs should be advised. Both the supply of packaging components from CONUS and the offshore procurement or manufacture of packaging are costly and time consuming, compared to using consumption-generated material. When searching for available consumption-generated material, it should be kept in mind that packaging material for several versions of the basic item may be interchangeable. For example, the wooden container used for the MK 10 MOD 4 charge may be functionally interchangeable with the metal container used for the MK 10 MOD 1 charge, or the pallet used for small arms ammunition may be identical to a pallet used for propelling charges. If a metal box is used to package an item instead of a wooden box, the palletizing procedures normally prescribed for the metal box should be used. Various other palletizing procedures may have been tested and may also be authorized for retrograde use by the aware CONUS design activity.

(2) Packaging material requisitioned through the supply system or locally manufactured to meet design requirements, normally requires less stringent inspection before use than does packaging material reclaimed by the user. The in-theater supply systems of all Military Services should be queried for available materials before manufacturing or requisitioning from CONUS. If packaging material is to be manufactured in an overseas theater, it is possible that the raw materials (such as wood species) may not meet the design description. In such cases, contact the responsible CONUS activity (NAVSEA, NAVAIR, AMCCOM, AD, or Ogden ALC) to verify suitability for use. When converting dimensions, such as inches to millimeters, is necessary, the rule will be to use a metric dimension that is larger than its inch equivalent unless specific authority to the contrary is obtained from the responsible CONUS activity.

(3) When it is impossible or impractical to obtain packaging materials specifically approved for an item, or when exigencies so dictate, it may be necessary to use packaging or methods that are not used for packaging ammunition for issue. Before using improvised packaging methods, the responsible prime Military Service activity in the theater and in CONUS shall be queried on the acceptability of the method and the availability of alternate methods that may have been tested and approved for such contingency use. Improvised packaging methods are

subject to the same regulatory restrictions as those applying to standard issue packages for that same portion of the logistics pipeline. Although deviating from requirements may ease a problem situation at one location, it may create a greater problem at another. The total impact of improvised packaging must be considered before use.

e. Documentation. Documentation for retrograde ammunition shall be the same as for other movements of ammunition. Any deviation from standard issue packaging practices (including marking) shall be noted on the shipping documents. Such deviations must be made known immediately to intended recipients so that appropriate planning may be done.

f. Reports. The prime Military Service shall obtain reports and document the results of shipments using improvised packaging. That Military Service shall evaluate the effectiveness of the shipment. The objective of the evaluation is to facilitate later use of effective methods while eliminating use of packaging methods having undesirable characteristics. The resulting documentation should be furnished to the aware elements of the other Military Services so that they also may benefit from the experience.

CHAPTER 11

SAFETY

A. GENERAL INFORMATION

This chapter deals with the safety aspects of conventional ammunition life cycle management. It covers the exchange of safety-related information among the Military Services, the application of safety standards, the integration of hazard analyses, decontamination, and the preparation and distribution of hazardous component safety data statements.

B. EXCHANGING SAFETY DATA AND INFORMATION

This section describes the exchange of safety information among DoD Components. Safety information includes reports of accidents, incidents, and any other safety-related occurrences that could adversely affect the PB; hazards expected or encountered; and proposed corrective actions. These information requirements apply to the ammunition commands of each Military Service (for the Air Force, the AFSC and the AFLC), the MTMC, the MSC, the MAC, the DCAS, and the Department of Defense Explosives Safety Board (DDESB). Basic Military Service and Defense Agency regulations on reporting safety information are AR 385-40, OPNAVINST 5102.1, AFR 127-4, and DLAR 8200.4.

1. Accident and Incident Reporting

a. The DoD Component experiencing an ammunition accident or incident shall submit an electrically transmitted message within 24 hours of occurrence in the format shown in figure 11-1. Accident and incident reports are sent to the following:

(1) Chairman
Department of Defense
Explosives Safety Board
Room 856-C
Hoffman Building 1
2461 Eisenhower Avenue
Alexandria, VA 22331-0600

(2) Commander
U.S. Army Armament, Munitions,
and Chemical Command
ATTN: AMSMC-SF(R)
Rock Island, IL 61299-6000

(3) Commander
Naval Sea Systems Command
ATTN: SEA 06H
Washington, DC 20362

(4) Directorate of Aerospace Safety
ATTN: AFISC/SEW
Norton AFB, CA 92409

(5) Headquarters
Defense Logistics Agency
ATTN: DQMSO-SPEC SAF
805 Walker Street
Marietta, GA 30060

(6) *Commander
Military Traffic Management Command
ATTN: MT-SS
Washington, DC 20315

(7) *Commander
Military Sealift Command
ATTN: M-24
Washington, DC 20390

(8) *Commander
Military Airlift Command
ATTN: IGF
Scott AFB, IL 62225

*For accidents and incidents relating to transportation.

b. Each DoD Component receiving ammunition accident and incident reports shall disseminate the data to appropriate personnel and installations within its purview.

c. Supplemental reports are required as additional data becomes available.

2. The Joint Data Bank

a. Conventional ammunition accident and incident data must be processed and identified separately from data being entered into existing ADP systems. This requirement is to prevent intermixing of data and to permit future data transfer to the data bank at the Dahlgren Laboratory at the Naval Surface Weapons Center.

b. Figure 11-1. shows the required input data elements for accident and incident reports submitted under this chapter. A sample report is shown in figure 11-2.

1. JOCG Symbol APE 0324*

2. Item Nomenclature APB 0003*

   a. MK/MOD/MODEL

   b. FSC, FIIN, APB 0013*

   c. DoDAC/NALC APB 0014*

   d. Quantity

3. Lot Number

4. a. Time

   b. Day

   c. Date APB 0141*

   d. Location APB 0032*

5. Description of Significant Events APB 0321*

6. a. Number of Fatalities

   b. Number of Injuries

7. a. Material Damage Description

   b. Materiel Damage Cost

8. Exposure to Significant Environmental Conditions (i.e., EMR, Electrostatic, RH, Temp., etc.)

9. Cause

   a. Primary

   b. Contributing

10. PB Effects

11. Proposed Corrective Action APB 0323*

12. Type Investigation Required or Planned

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*As defined by JOCG Data Element Dictionary.

Figure 11-1. Input Data Elements and Format.

1. JOCG RCS DD-1 and L (AR) 1072

2. Projectile, 5/38, AAC

   a. MK 52 Mod 0

   b. 1320-012-3456

   c. D230

   d. One

3. BE 111-SJ-69AX

4. a. 1250 LST

   b. Thur

   c. 4 Jan 73

   d. Naval Ammunition Depot, San Jacinto

5. Projectile exploded high order while being press loaded with approximately 9 pounds of Comp A-3 explosive.

6. a. One

   b. Six

7. a. Press was damaged beyond repair. Roof and one wall of building blown out. Plumbing and wiring of building were damaged extensively. Floor was cratered severely.

   b. Estimated cost of press replacement $80,000; building repairs $150,000; total material damage costs $230,000.

8. Thunderstorm of moderate intensity in progress at time of mishap. No known lightning strikes occurred.

9. a. Suspect foreign material was in projectile being press loaded.

   b. In-process quality control inspection failed to 100 percent inspect interior cavity of projectile before loading.

Figure 11-2. Sample JOCG Report.

10. NAD, San Jacinto, load line H will be inoperative for approximately 60 days during repair activities. Production of 5/38 projectiles from NAD, San Jacinto, will be reduced 50 percent during this 60-day period.

11. Increased emphasis on quality control inspection. Inspector on duty was disqualified and reassigned to a less responsible position. All personnel were briefed on the causes and results of the accident and cautioned about the hazards involved as a result of inattention to duties.

12. Continuing technical investigation is being conducted to determine possible improvements to reduce the probability of future occurrences of this nature.

Figure 11-2. Sample JOCG Report (Continued).

FILE DATE 01/01/83 THROUGH 03/31/83

IDENTIFICATION NO.*	DESCRIPTION
XXXXXXX	PROJ. 5/38 MK52 MOD 0 Exploded during press loading

*Identification number will be by Julian date plus report number submitted on that date; e.g., 4138-001.

Figure 11-3. Accident/Incident Quarterly Briefs Format.

FILE DATE 01/01/83 THROUGH 12/31/83

IDENTIFICATION NO.* XXXXXXX

DESCRIPTION
PROJ. 5/38 MK52 MOD 0
Exploded during press loading

ITEM NOMENCLATURE AND LOT NUMBER - Projectile 5/38 AAC, MK52 MOD 0 FSN 132001234356
DoDAC - D230
Quantity - 1 Lot
No - BE 111-50-69AX

TIME, DAY, DATE, LOCATION - 1250LST, Thur, 4 Jan 83, NAD, San Jacinto.

NARRATIVE - Projectile exploded high order while being press loaded with approximately 9 pounds of Comp A-3 explosive.

FATALITIES - 1

INJURIES - 6

PROPERTY DAMAGE DESCRIPTION - Press was damaged beyond repair. Roof and one wall of building were blown out. Plumbing and wiring of building were damaged extensively. Floor was cratered severely.

PROPERTY DAMAGE COST - $230,000

SIGNIFICANT ENVIRONMENTAL CONDITIONS - Thunderstorms of moderate intensity at time of mishap. No known lightning strikes occurred.

PRIMARY CAUSE - Suspect foreign material was in projectile being press loaded.

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*Identification number will be by Julian date plus report number submitted on that date; e.g., 4138-001.

Figure 11-4. Accident/Incident Annual Narrative Report Format.

SECONDARY CAUSE - In-process quality control inspection failed to 100 percent inspect interior cavity of projectile before loading.

IMPACT ON PRODUCTION BASE - NAD, San Jacinto, load line H will be inoperative for approximately 60 days during repair activities. Production of 5/38 projectiles will be reduced 50 percent from NAD, San Jacinto, during this 60-day period.

CORRECTIVE ACTION - Increased emphasis on quality control inspection. Inspector on duty was disqualified and reassigned to less responsible position. All personnel were briefed on the cause and results of the accident and cautioned about the hazards involved as a result of inattention to duties.

TYPE INVESTIGATION - Continued technical investigation is being conducted to determine possible improvements to reduce the probability of future occurrences of this nature.

Figure 11-4. Accident/Incident Annual Narrative Report Format (Continued).

c. Military Service and Defense Agency directives (AR 385-40, OPNAVINST 5102.1, AFR 127-4, and DLAR 8200.4) provide internal instructions for submitting accident and incident reports. These DoD Component reports are the source of data to be submitted in figure 11-1. format. Accident and incident reports are received by the DoD Component control point (paragraph B.1.a., above) from munitions manufacturing facilities under the control of Army, Navy, Air Force, and DCAS. The DoD Component control point provides the data elements to the interim data bank.

d. The joint data bank processes three kinds of reports, one input and two outputs, as follows:

(1) Input report (figures 11-1. and 11-2.).

(2) Quarterly output report, a one-line report shown in figure 11-3.

(3) Annual narrative summary report, as shown in figure 11-4.

e. One report each is sent to the addressees shown in paragraph B.1.a., above. DoD Components may request specific data, as needed.

3. Safety Methodology and Technology

a. This term refers to safety methods and techniques involving production processes and facilities developed by the operating level safety elements. Although the Military Services furnish STINFO documents to the DDC, and the DDC distributes an index and abstracts to selected DoD libraries biweekly, this source is not used to interchange safety technology. The volume of data makes the DDC source cumbersome, and the data base contains little or no safety methodology. Instead, the process in paragraph B.3.b., below, is used to distribute and update ammunition safety methods and techniques.

b. Directives established by the DoD Components provide a viable system for interchange of safety methods and techniques. DoD Components shall furnish copies of these documents and any changes to the addressees in paragraph B.1.a., above. Four copies must be provided to each the Army, Navy, and Air Force addressees. Single copies are provided to the DCAS and the Chairman, DDESB.

(1) Each DoD Component shall distribute copies of these documents to appropriate personnel and installations within its scope.

(2) The JOCG Safety Group shall meet at least twice a year to discuss new and revised safety methods and technology and, as required, develop and recommend appropriate joint action.

4. Safety Standards

a. General Information. This paragraph explains the use of safety standards of the DoD Components involved in ammunition production. The requirements that follow apply to safety standards on conventional ammunition components, end items, facilities, equipment, and processes.

b. Exchange of Safety Standards Information

(1) The DoD Components shall exchange information on significant changes to safety standards due to advances in the state-of-the art or accident experience.

(2) All changes to basic safety regulations applicable to the ammunition PB shall be coordinated through the JOCG Safety Group.

c. Procedures for Updating Safety Standards

(1) The points of contact for coordination of effort and dissemination of safety standards are shown in, paragraph B.1.a., above.

(2) Each DoD Component shall distribute copies of safety standards documents to appropriate activities within its control.

(3) The JOCG Safety Group discusses significant changes to safety standards and develops joint action, as appropriate.

5. Hazard Analyses

a. General Information. The DoD Components involved in ammunition production conduct hazard analyses of ammunition components, end items, facilities, equipment, and processes. Hazard analyses are done to identify the principal hazards associated with each of several design concepts for the purpose of elimination or control. Measures to be taken (either singly or in combination) to correct hazards are listed in their order of precedence as follows: design features, use of safety devices, warning devices, and operator control. Exchanging information on these analyses among DoD Components and, when appropriate, joint participation in their conduct enhances the safety aspects of ammunition life cycle management.

b. Conducting Hazard Analyses. The DoD Components conduct conventional ammunition hazard analyses according to MIL-STD 882 and other standards as implemented by the Components. Hazard analysis is an integral part of each Component's safety program and should address:

(1) Conventional ammunition components and end items.

(2) Conventional ammunition production facilities and processes.

(3) Specialized handling, support, and test equipment used in ammunition production.

c. Exchanging Hazard Analyses. The DoD Components shall exchange hazard analysis data, particularly emphasizing those areas of clear mutual interest. The control points at which such exchanges will occur are those listed in paragraph B.1.a., above.

d. Role of the JOCG Safety Group. The JOCG Safety Group:

(1) Through its meetings and continuing communication, identifies hazard analysis efforts that merit joint participation, and arranges for such participation. The objectives are to achieve timely results, avoid unwarranted duplication of effort, and maximize the benefits of such analyses.

(2) On an annual basis, compiles:

(a) A description of hazard analyses completed during the previous FY.

(b) A description of those analyses that merit joint cooperation, and makes appropriate recommendations to the JOCG.

C. DECONTAMINATION

This section specifies joint policies and procedures for decontamination and disposal of contaminated facilities, land, tooling, material, equipment, and ordnance. These policies and procedures apply to all DoD Components and subordinate installations and activities, including DoD contractors and subcontractors, having knowledge or possession of contaminated items.

1. Decontamination Policies

a. Planning. Each location or project accomplishing decontamination or cleanup shall prepare detailed plans for decontamination cleanup of specific items. Plans shall include protective clothing and equipment requirements. All plans and instructions shall be in writing. Detailed plans shall include requirements for compliance with OSHA and EPA standards. Plans shall include input from design engineers, safety engineers, toxicologists, health physicists, and representatives from installations. A process flowsheet describing the decontamination process shall be prepared. The flowsheet shall indicate such subjects as critical operating levels of the procedures, regeneration steps, upset conditions, and the liklihood of undesirable material forming in a particular section or piece of equipment. Specific tests to determine the quantitative values of explosives at each step must be included and must reflect the latest analytical capabilities. Reliable data on the physical, chemical, and hazardous properties of all components in each flowsheet step (feed, intermediate, recycle, product, byproduct, waste,

1. Identification of the item or complex involved.

2. Office of Record (that segment having responsibility for facility or equipment).

3. Subjects to be included in record of facilities and equipment that have been contaminated are, at a minimum:

   a. Previous use (include type of contaminant involved).

   b. Decontamination procedure used.

   c. Decontamination status degree.

   d. Special instructions.

   e. Restrictions.

   f. Identification of critical points of operation.

   g. List of personnel knowledgeable about facility.

   h. Transfer lines, drains, sumps, etc., involved.

   i. Identity of equipment.

   j. Site plans.

   k. Signatures of personnel preparing and approving record.

   l. Dates of various actions.

4. Decontamination markings will be painted on all decontaminated facilities. Contaminated real property shall be placarded appropriately. DD Form 2271, "Decontamination Tag," will be affixed to all contaminated or decontaminated equipment or material scheduled for standby or layaway status, transfer to DoD installations, or release through property disposal channels.

Figure 11-5. Record of Decontamination.

catalysts, inhibitors, and additives) shall be included. Other information for each step must include consideration of flammability, autoignition, flashpoint, spontaneous heating, reactivity, shock sensitivity, pyrophoricity, toxicity, differential thermal analysis, and corrosiveness.

b. Record Keeping. A complete record (figure 11-5.) shall be prepared of decontamination and cleanup actions performed in each area and on each piece of equipment and tooling when operations in a contaminated area are discontinued for the purpose of putting the item in standby, dismantling, demolition, alteration, conversion, repair, or maintenance. This record is to acquaint people working in the area as to what hazards may exist so they may use the proper precautions.

c. Procedural Requirements. Written procedures shall be prepared in advance for operations in a contaminated area of a routine recurring nature. Examples of such operations include preventive maintenance involving oiling and greasing equipment, changing light bulbs and fuses, changing dies and punches in presses, replacing broken keys in presses, repairing or replacing belts or adjusting presses, set up, and the like. The commander or designated agent shall review and approve the procedures. Review, update, and approval of procedures are required annually or more frequently when indicated by changing conditions.

d. Contaminated Area. The area within which the contaminant is contained. Examples include the inside compartments of a laboratory glove box; a single room within a building; an entire building or group of buildings with associated services such as drains, sumps, exhaust units, ramps, or a narrow gauge railroad; open terrain, such as test and demolition areas; or a vehicle.

e. Cleaning Requirements for Contaminated Items

(1) All standby contaminated items that will remain in place or in storage at the installation or activity shall be cleaned of hazardous substances to a minimum of XXX degree to make them safe for maintenance by experienced personnel.

(2) All contaminated items to be used for the same purpose and that are relocated or transferred to another knowledgeable segment within the installation or activity, transferred to a knowledgeable Government installation or activity, or furnished to a knowledgeable contractor shall be cleaned of hazardous contaminants to a minimum of XXX degree before moving to make them safe for handling and use by experienced personnel. "Knowledgeable" is a qualifying condition to restrict locations to which an item can be sent. It refers to the ability of the receiver to handle the contaminant(s) involved. These items shall not be transferred to the above locations or areas outside of the contaminant area into station supply and stock control departments, or DPDOs, without the written approval of the commander or the commander's designated agent.

(3) All contaminated items planned for release to the general public shall be decontaminated to an XXXXX degree before transfer to DPDOs.

f. Production Byproduct Contamination. Contaminated material or ordnance generated as a result of producing a commodity shall be handled in accordance with approved procedures. Material or ordnance includes rags, reject material, unused products, uniforms, munitions and subcomponents, paper and packaging materials, and other items exposed to contaminants.

g. Prohibitions Against Burial of Contaminants. Burial of any material or ordnance contaminated with explosives, chemical agents, or other reactive chemicals is prohibited. In situations where an underground pipe or ground area (including existing burial sites) contains a contaminant, such locations will be indicated on plot plans, as well as on the ground, by signs and appropriate fencing. These sites shall remain posted and fenced until they are cleaned completely of contaminants.

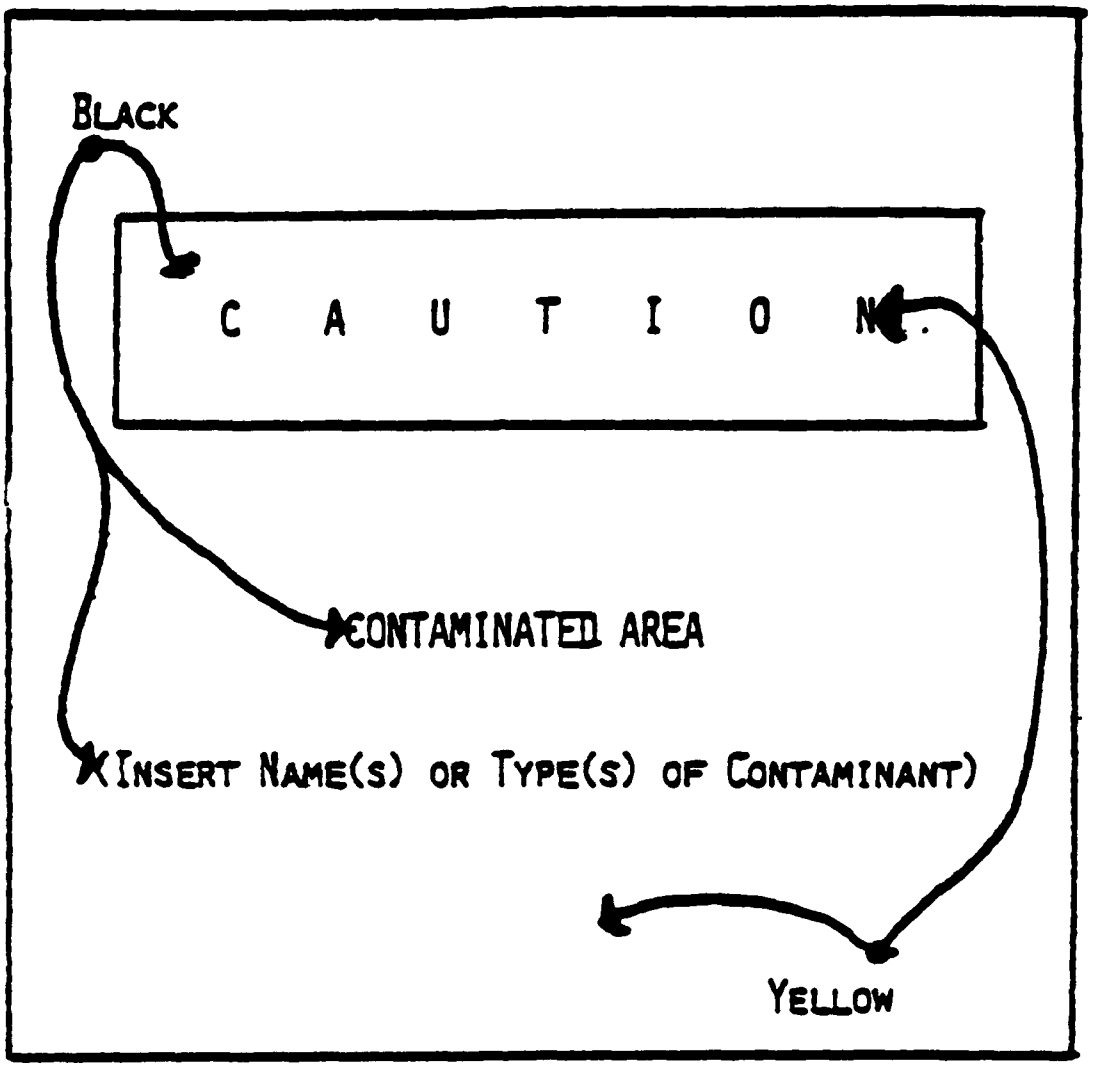
h. Maintaining Contaminated Area Plot Plans. Installations and activities shall prepare plot plans showing contaminated and uncontaminated areas; operating lines with specific buildings or structures; and ground, surface, and underground waste process lines. The plot plans shall be used as a guide in determining whether an item should be considered as coming from a contaminated area. In the absence of any indication on the plot plan that an area is uncontaminated, it shall be considered a contaminated area, and items within it treated accordingly. All components, rooms, buildings, or test and demolition areas in which a contaminant is present shall be posted conspicuously with the following sign: - CAUTION - CONTAMINATED AREA (insert name of contaminant). Sign color and size shall be as shown in figure 11-6. Signs must be posted at all points of entry into the contaminated area.

i. Items That Cannot Be Decontaminated Completely . Contaminated items that would lose their usefulness if subjected to procedures for complete decontamination may be worked on according to written procedures established for each situation as it arises.

j. Transfer of Contaminated Ordnance. Certain ordnance can become contaminated by the nature of its use or intended use or may contain a contaminant. When such ordnance is to be transferred to or from laboratories, to offices, to shops, to or from storage, to disposal, or remains in place for testing, modification, or use in displays or models, they will be decontaminated completely or handled according to specific handling instructions developed for the material involved. Examples of such ordnance include the following:

(1) Containers or inner packaging materials that are or have been in contact with hazardous materials.

(2) Munitions and associated components.



Size of black rectangular panel containing the word CAUTION and the size of the letters used for the word CAUTION, etc., will vary with the outside dimensions of the sign.

Figure 11-6. Contaminant Sign.

(3) Radioactive components.

(4) Test fixtures.

k. Commodities in Production. Material or ordnance in production shall be handled according to approved written procedures that provide for alternate controls of such materials or ordnance, such as inspection and certification byproduct assurance or QA personnel.

l. Incompatible Contaminated Material. Incompatible contaminated material shall be segregated in storage by providing separate storage facilities or sites. Compatible material having different degrees of decontamination shall be segregated in storage.

m. Transportation of Items Decontaminated to an XXX Degree. These items shall be transported only in Government-approved vehicles under Government control.

n. Working on Items Decontaminated to an XXX Degree. Except for flashing operations, which are permitted under established procedures, such items shall not be worked on with open flame, high temperature heating devices, or devices that generate heat during use due to friction, rubbing, or cutting without specific written and approved procedures. Friction generating devices include hand or power drills and saws, lathes, and powered wire brushing.

o. Identification of Items Moved To or From a Contaminated Area. These items shall be identified and documented as follows:

(1) Items placed in standby or transferred to another location shall be marked with conspicuously painted yellow Xs or Os, as appropriate. Another contrasting color is used when the items to be marked are painted yellow. Exceptions to this rule include material and ordnance covered in subparagraphs C.1.e.(1), g. and k. above; items being tooled up or repaired in place; and items in or from an uncontaminated area.

(2) Items placed in standby, dismantled, demolished, altered, repaired, disposed of, or transferred shall be tagged with a DD Form 2271, "Decontamination Tag" (figure 11-7.), indicating methods, type and degree of contamination, and restrictions on handling. The Decontamination Tag shall be obtained from the appropriate Military Service activity. Exceptions to tagging requirements are as follows:

(a) Material and ordnance covered in paragraphs C.1.f. and j., above, and items covered by written procedures providing for alternate means of identification of decontamination status will not be tagged.

DECONTAMINATION TAG

THIS TAG IS VOID IF ALTERED, MODIFIED IN ANY WAY, OR ATTACHMENT SEAL IS BROKEN.
REMOVE TAG AND KEEP FOR YOUR RECORD BEFORE USING ITEM.
FILL OUT STUB AND SEND TO INSTALLATION/ACTIVITY SAFETY OFFICE.
COMPLETE INSTRUCTIONS FOR THE USE OF THIS FORM ARE LOCATED IN EACH DOD COMPONENT REGULATION.

NAME OF INSTALLATION/ ACTIVITY	SERIAL NO.	REPLACES TAG SERIAL NO.

DEGREE OF DECONTAMINATION *(Letter(s) not crossed out indicate degree)*	DATE DECONTAMINATED *(YYMMDD)*
XXXXXO	

DESCRIPTION OF ITEM

ITEM USED FOR	NAME OF CONTAMINANT
ITEM SERIAL/MODEL NO.	ITEM TAGGED AT BUILDING/AREA

REASON FOR DECONTAMINATION
☐ REPAIR IN PLACE ☐ TRANSFER TO _____ FOR _____
☐ OTHER *(explain)*

DECONTAMINATION PROCEDURE USED	STANDARD OPERATING PROCEDURE NO.
☐ HOT WATER ☐ FLAME: TEMP: _____ ☐ STEAM ☐ OVEN: HOURS: _____ ☐ SOLVENT: TYPE:	

SPECIFIC INSTRUCTIONS/ADDITIONAL INFORMATION

SIGNATURES

DECONTAMINATING SUPERVISOR	DATE *(YYMMDD)*
INSPECTING SAFETY OFFICE REPRESENTATIVE	DATE *(YYMMDD)*

NAME OF INSTALLATION/ACTIVITY	SERIAL NO.
NAME OF PERSON REMOVING TAG *(Last, First, MI)*	DATE *(YYMMDD)*

REASON TAG REMOVED
☐ ITEM BEING USED ☐ TAG REPLACED BY TAG NO. _____
☐ OTHER *(explain)*

DD Form 2271
82 NOV

REPLACES DA FORM 3803, WHICH MAY BE USED UNTIL SUPPLY EXHAUSTED.

Figure 11-7. DD Form 2271, "Decontamination Tag."

(b) Items in or from an uncontaminated area do not require tags.

(3) All transfer documents, work orders, and the like on an item shall be annotated with the appropriate degree of contamination (X, XX, XXX, XXXXX, or 0) whether the item comes from a contaminated or uncontaminated area.

p. Reflecting Change in Decontamination Degree. When the degree of decontamination is changed, the old tag shall be replaced with a new tag according to instructions on the tag, and markings shall be changed to show the latest status of the item. Additionally, all documents shall be changed to correspond.

q. Removing Decontamination Tags. When an item is to be placed in service, the tag shall be removed in accordance with instructions on the tag, and the yellow markings obliterated before use.

r. Controlling Access to Contaminated Items. Access to areas containing contaminated items shall be controlled. Jurisdiction always shall be under the direction of persons knowledgeable with the item and contaminant involved.

s. Designing for Demilitarization Safety. Demilitarization safety shall be designed into items from conception through initial operation and completion to provide for safe, convenient, and economical methods of decontamination.

2. Decontamination Procedures

a. Specified officials at installations and activities shall:

(1) Ensure adequate written procedures for decontamination of items are prepared and approved by a designated representative before initiating a request for disposal, shipment, transfer, maintenance, or repairs.

(2) Ensure that a safety representative makes an actual on-site inspection of the item and provide a written certification of the degree of contamination.

(3) Ensure that personnel (drivers, supervisors, warehousemen, repairmen, tool room attendants, and so forth) transporting, receiving, relocating, or performing work (setup, maintenance, repairs, alterations, and modifications) are aware of the restrictions on handling, are acquainted thoroughly with the hazards involved and the written operational procedures, and know how to verify that the item is decontaminated properly.

(4) Issue written procedures to ensure that all reject or obsolete materials, equipment, facilities, and generated waste are disposed of on a timely basis and by an approved method.

(5) Maintain appropriate records of contaminated areas, equipment, and facilities. The records should contain the information shown in figure 11-5.

(6) Ensure that all contaminated equipment or material to be transferred between installations, or from one area of an installation to another, is tagged, marked, and documents are annoted properly as to the degree of contamination.

(7) Ensure that installation safety concurrence is obtained before submitting a request for disposal approval or funding projects for disposal.

(8) Submit requests to the appropriate agency of the aware DoD Component for approval of the method of decontamination for disposal of any contaminated land or facilities. The requests must include at least the following:

(a) Description of the facility or land involved, type and degree of contamination, method of decontamination, method of dismantling, and disposal action. Any items for disposal without restricted use must include decontamination to an XXXXX degree.

(b) A written procedure applicable to the specific job. Generalized procedures are not adequate.

(9) Submit a request for approval of disposal of buildings and improvements to the appropriate agency of the aware DoD Component. The request must contain the following information:

(a) Type of contamination.

(b) Degree of decontamination.

(c) Date of safety concurrence.

b. The Chief, Safety Office, of the appropriate agency of the aware DoD Component shall:

(1) Review and evaluate all requests, procedures, and instructions on method of disposal of contaminated facilities or land.

(2) Ensure that appropriate decontamination documents are included in the contract for contractor or subcontractor compliance.

c. The Military Service agency possessing an item shall fund for the work needed to accomplish decontamination or disposal of the item.

D. HCSDS

This section spells out responsibilities for the execution and administration of hazardous item contracts at all ammunition plants, including GOGO, GOCO, and COCO installations. Hazardous item contracts are contracts requiring the research, development, manufacturing, loading, testing, and handling of ammunition, explosives, and other unique military-related dangerous materials. These responsibilities apply both to the SMCA and the developing Military Service:

1. Basic Policies

a. Identifying Hazardous Item Contracts. All hazardous item contracts shall be identified by a cover sheet, DD Form 2356 (figure 11-8.), stating the item nomenclature and indicating that the contract involves hazardous material.

b. When to Use the HCSDS. An HCSDS, DD Form 2357 (figure 11-9.), shall be developed for each hazardous material, component, and assembly in a hazardous item contract. See Appendix I for instructions on preparing the HCSDS. Microfilm copies of all HCSDS shall be supplied to the SMCA for contract administration. A list of all HCSDS, by number and nomenclature, shall be made a part of the TDP and integrated in or annexed to the production and procurement package. The developing Military Service responsible for the hazardous commodity shall initiate the HCSDS and the HCSDS list. Local reproduction of DD Form 2357 is authorized.

c. Cases in Which the HCSDS May Not Be Required. The HCSDS must be prepared for all ammunition, explosives, and other unique military-related dangerous material (lethal and incapacitating agents). However, HCSDS normally are not prepared for commercially available items (acetone, lacquer, and the like) that may be used in the manufacture of the military items. For these items, instructions shall be included in the contractual document to advise the contractor that there may be other hazardous materials involved. In addition, the contractor should, under the provisions of OSHA, obtain Material Safety Data Sheets (OSHA Form 20 or equivalent) from the product manufacturer.

2. HCSDS Procedures

a. The SMCA shall:

(1) Establish and maintain a central repository of HCSDSs and provide a semiannual listing and monthly update of new or revised entries to the developing Military Service.

(2) Provide microfilm copies of HCSDS to the developing Military Service on request.

(3) Ensure each contract contains DD Forms 2357 for every hazardous commodity to be manufactured, loaded, tested, or handled as part of an SMCA procurement action.

(4) Coordinate the efforts of the responsible developing Military Service to achieve a uniform input of complete and correct HCSDS for each hazardous commodity procured by the SMCA.

(5) Render a final decision on disagreements regarding revision, interpretation, change, or duplication of HCSDS.

b. The developing Military Service shall:

(1) Initiate and update the DD Form 2357 for hazardous commodities under its control and provide a microfilm copy to the SMCA central repository and retain responsibility for the validity of the data.

(2) Include a complete list of HCSDS in the TDP submitted to the SMCA for procurement action.

WARNING

THIS CONTRACT INVOLVES HAZARDOUS MATERIAL

SEE SEPARATE HAZARDOUS COMPONENT SAFETY DATA STATEMENTS FOR TECHNICAL DATA AND SAFETY REQUIREMENTS

(TITLE OF END ITEM AND IFB, RFQ, RFP'S, ETC. OR CONTRACT NUMBER)

FIRMS MUST HAVE ADEQUATE FACILITIES FOR HANDLING AMMUNITION, EXPLOSIVES,

or other unique military related dangerous material involved that could adversely affect personnel and property in the event of explosion, fire or exposure. Prior to contract award, the Government will thoroughly investigate the ability of prospective contractor to comply with safety requirements.

DD Form 2356, APR 85

Figure 11-8.

HAZARDOUS COMPONENT SAFETY DATA STATEMENT (HCSDS)	1 DATE PREPARED (YYMMDD)	REPORT CONTROL SYMBOL MIL (AR) 1687
2 MATERIAL / COMPONENT / ASSEMBLY	3 NUMBER	4 REVISION
5 APPLICABLE FEDERAL ACQUISITION REGULATION (FAR) SAFETY CLAUSE		

PART I - SENSITIVITY *(Apparatus and Comparison Values)*

6. FRICTION TEST	7 IMPACT TEST	8. ELECTROSTATIC DISCHARGE TEST

PART II - HAZARDS

9 FIRE	10 AUTO IGNITION TEMP	11. FLASH POINT	12. DECOMPOSITION PRODUCTS	
13. FLAMMABLE AND / OR EXPLOSIVE LIMITS		14. EXPLOSION	15. EXPLOSIVE TEMP. (5 Sec.)	16. DUSTS
a. LOWER PERCENT	b UPPER PERCENT			
17 HEALTH HAZARD INFORMATION *(Toxicity)*			18. UNPACKED *(In-Process)* HAZARD CLASS *(Specify Quantities Involved)*	

19 SPECIAL REQUIREMENTS *(If additional space is needed, use plain bond paper)*

PART III - SHIPPING / STORAGE CLASSIFICATION OF ITEM WHEN PACKED IN ACCORDANCE WITH APPROVED PACKING DRAWINGS

20. DOD HAZARD CLASS / DIV	21. DOD STORAGE COMPATIBILITY GROUP	22. DOT HAZARD CLASSIFICATION	23. DOT CONTAINER MARKING

24 PREPARED BY *(Initiator)*		
a. TYPED OR PRINTED NAME	b SIGNATURE	c. ORGANIZATION
25. CONCURRED IN BY		
a. TYPED OR PRINTED NAME	b. SIGNATURE	c. ORGANIZATION
26. SAFETY CHIEF OR AUTHORIZED REPRESENTATIVE		
a. TYPED OR PRINTED NAME	b. SIGNATURE	c. ORGANIZATION

The information relating to safety (herein referred to as "safety data") contained in this document is limited to those instances when the document is provided as a part of a procurement/production package which involves the development, testing, storage, manufacture, modification, renovation, demilitarization, packaging, transportation, handling, disposal, inspection, repair or any other use of the item, (material/component/assembly) which is specified in the contract. The safety data contained herein are examples which shall be used by the contractor to alert contractor personnel as well as other personnel of hazards associated with the procurement/production of the item. No representation is made that compliance with the information provided will prevent any accident to persons or property or that additional warnings may not be appropriate. Neither the foregoing nor any act or failure to act by the Government in regard to alerting personnel to the hazards of the item shall affect or relieve the contractor of responsibility for the safety of contractor personnel or property and for the safety of the general public in connection with the performance of the contract, or impose or add to any liability of the Government for such safety.

DD Form 2357, APR 85

Figure 11-9.

CHAPTER 12

SECURITY

A. GENERAL INFORMATION

This chapter deals with the security aspects of conventional ammunition life-cycle management. It covers policies and procedures for physical security, information security, exchanging security information, and categorizing security risks for sensitive ammunition and explosives.

B. PHYSICAL SECURITY

Physical security policies and procedures are designed for maximum uniformity and standardization. Although they are aimed at securing the DoD conventional ammunition PB, they are adaptable to the special needs of the individual Military Services.

1. Physical Security Policy. Sensitive munitions shall be identified in progressive categories of sensitivity. Each category shall be associated with a corresponding progression of minimum standards for physical security.

a. Indepth security shall be attained by applying the physical security standards outlined in this chapter and enhanced by local programs for education, enforcement, and efficient use of resources.

b. Physical security measures shall complement both production and safety concerns.

c. Hardening of structures and frequencies of patrols may be modified to suit local situations where sensitive items are under constant surveillance during duty hours and removed to proper storage during nonoperating hours.

2. Responsibilities for Physical Security

a. Manufacturing and PB facilities under the management and control of the SMCA carry out the policies and procedures in this section. Deviations from these instructions must be approved by the commanders of ammunition organizations having command jurisdiction over production facilities.

b. The JOCG Security Functional Group develops and maintains the policies and procedures in this section. It meets periodically to review the effectiveness of the instructions and to recommend changes, as needed. Proposed and authorized deviations covered in paragraph B.2.a., above, also are reviewed by the JOCG Security Functional Group.

3. Physical Security Procedures

a. Sensitivity Categories. Sensitive munitions, bulk explosives, and metal parts shall be identified and protected according to their sensitivity categories.

(1) Munitions items are rated by sensitivity category based on how easily they may be stolen, susceptibility to being launched or fired by improvised means, or due to their component nature as a completed weapon system in a self-contained configuration. This process is discussed in detail in section E., below.

(2) Bulk explosives are rated by sensitivity category based on their explosive fire characteristics. Section E., below, provides detailed instructions.

(3) Metal parts are rated by sensitivity category based on their critical relationship to end item production needs and vulnerability to sabotage. Table 12-1. explains how to categorize metal parts.

(4) Security guidelines for in-process munitions and bulk explosives, munitions and explosives in bulk storage, and metal parts are shown in table 12-2.

(5) Different degrees of sensitivity may apply to munitions and explosives during the various stages of manufacture. Installation commanders are encouraged to increase the designated level of security as dictated by each situation.

b. Bulk Explosives

(1) When in an in-process environment, bulk explosives shall be safeguarded according to the minimum standards shown in table 12-3.

(2) When in storage, the minimum standards in table 12-4. apply.

c. Munitions

(1) When in an in-process environment, munitions shall be safeguarded according to table 12-3.

(2) When in storage, the minimum standards in table 12-4. apply.

d. Propellants. Propellants are safeguarded according to the minimum standards in table 12-5.

Tables 12-1

MINIMUM SECURITY STANDARDS FOR METAL PARTS

CATEGORIES	A	B	C
Access Control	Identification badges, or other equivalent identification media, are required and shall be checked at points of ingress by security police, receptionist, or supervisory personnel.		
Visitor Control	a. Visitors shall sign in at point of entry to installation. b. Persons to be visited shall be contacted for approval. c. Visitors shall sign out at time of departure.		None.
Perimeter Security	FE-1 fence required for production/storage area perimeter when the installation does not have a complete perimeter barrier.		None.
Security Patrols	Once every 4 hours during nonoperational hours.	Once every 8 hours during nonoperational hours.	None.
Personnel Searches	Searches shall be conducted upon probable cause and/or military necessity.		
Protective Lighting	Encouraged in high theft locales.		
Inspections	The facility shall designate, at the managerial/supervisory level, an individual charged with the responsibility of ensuring compliance with standards set forth herein by performing periodic inspections.		
Raw Material Storage	Same requirements as end item storage.		No requirement.
End Item Storage	Security, as necessary, to provide protection to end item in storage until such time as finished product leaves the facility. Buildings in which end items are stored shall be locked with secondary type padlocks during nonoperating hours.		
Critical Materials	Security and inventory procedures shall be established to ensure the availability of the item when needed. Buildings in which critical materials are stored shall be locked with secondary type padlocks during nonoperating hours.		

Tables 12-2

SENSITIVITY CATEGORY GUIDELINES

1. Munitions: As outlined in DoD 5100.76-M.

2. Bulk Explosives: As outlined in DoD 5100.76-M.

3. Propellants: Propellants in general are placed in Category II and shall be secured equivalent to bulk explosives.

4. Metal Parts: Sensitivity categories for metal parts are based upon supply criticality and their effect on end item production. The following category guidelines are established:

a. Category A: Metal parts that affect end item production seriously.

b. Category B: Metal parts that affect end item production to a lesser degree than Category A, the loss of which will result in a delivery slippage.

c. Category C: Metal parts having a minimum effect on end item production.

Table 12-2.

Table 12-3

MINIMUM SECURITY STANDARDS FOR IN-PROCESS MUNITIONS AND BULK EXPLOSIVES

CATEGORIES	1	2	3	4
Structure Security	All buildings used in the production process shall be within a designated limited area and, during non-operating hours, shall be secured with secondary-type padlocks and hasps on primary entrance/exit and unbarred emergency doors. All other doors may be secured from within by barring or other appropriate security device. Windows, glass door panels, and similar fragile openings on the first floor level and other accessible levels shall be protected with security screen 9-gauge wire mesh when the production area is not fenced separately (FE-6 Fence). High Security padlocks and hasps shall be installed on production service magazines. Frequently used service magazines located inside separately fenced production areas may be secured with a secondary padlock during operating hours only. Scrap cages shall be secured with secondary padlocks. NOTE: The requirements above are not mandatory when sensitive items are under constant surveillance during operating hours and removed to proper storage building (or area) during nonoperating hours. Installation of IDS is recommended but not required on production areas/buildings with exception of service magazines that will be IDS equipped.			
In-Process Storage	Same as structure standards. Vans and rail cars containing sensitive material shall be secured with 5-gauge wire twists with controlled numbered seals.			
Access Con-controls to Production/ Processing Areas	Personnel access is controlled by badge, pass, or examination by security police or operating supervisory personnel upon entry. Package and vehicle control inspection procedures shall be established.			
Disposal Activities	Same as required for production activities.			
Perimeter Security	Barrier is mandatory. Fencing shall be FE-5 with no top guard. Existing FE-5 or equivalent fencing need not be replaced or modified to meet this requirement. Walls, floors, ceilings, and other structural features used as barriers must be of such construction as to provide protection equal to or exceeding the fence described above.			

Table 12-3

MINIMUM SECURITY STANDARDS FOR IN-PROCESS MUNITIONS AND BULK EXPLOSIVES (CON'T)

CATEGORIES	1	2	3	4
Security Patrols for Production Areas/ Buildings	a. OPERATING HOURS: Checked every 4 hours. b. NONOPERATING HOURS: Checked every 2 hours during every 8-hour nonoperating shift to include one physical inspection and three visual checks. c. SERVICE MAGAZINES: As "b.," above, unless IDS is installed and operational, in which case one visual check every 4 hours is required. d. A physical inspection is required on each building and magazine opened during preceding operating shift.		a. OPERATING HOURS: checked every 8 hours. b. NONOPERATING HOURS: Each 4 hours to include one physical inspection and one visual check every 8-hour shift. c. SERVICE MAGAZINES: As in "b.," above, unless IDS is installed and operating, in which case one visual check each 8 hours is required. d. A physical inspection is required on each building and magazine opened during preceding operating shift.	
Personnel Searches	Conducted upon probable cause or military necessity in consonance with condition of entry.			
In-Process Transportation	a. Rail cars, trailers, and vans will be secured with a 5-gauge wire twist and serially numbered seal when not under constant surveillance while located on post or used for intrapost movement. During operational movement within the installation, a seal is considered adequate. b. Cable seals will be used to secure off-installation movement of sensitive items.			
Protective Lighting	a. Required for service magazines for all categories. b. Recommend for production areas. c. When protective lighting is installed, it will be utilized and under the control, when possible, of security personnel.			

Table 12-4

MINIMUM SECURITY STANDARDS FOR MUNITIONS AND BULK EXPLOSIVES IN STATIC STORAGE

CATEGORIES	1	2	3	4
Structure Security	a. New Construction: Concrete, steel arch, or other hard structure as listed in DoD 5154.4S and AR 385-64.		a. NEW CONSTRUCTION: Same as Categories 1 and 2 or nonhardened structure (specific purpose) as outlined in DoD 5100.76-M.	
	b. Existing Construction: Whereas concrete or steel construction for all categories is preferred, hardening of existing structures is permitted. New construction solely for the purpose of meeting the above standards is not authorized. Where hardening of existing structures is inappropriate, unduly expensive, or unacceptable from a safety viewpoint, application of IDS, increased patrol coverage, or increased protective lighting is considered acceptable and required, regardless of category of material. c. Through application of standard a., above, or hardening/upgrading existing structures, all buildings/magazines will meet the structural standards. d. All storage facilities having Categories 1 or 2 material shall be IDS equipped. e. All Categories: Secure with high security hasp and padlocks.			
Access Controls	Regardless of category, all buildings and areas housing sensitive items shall be designated restricted (limited) areas. Condition of entry shall be posted and all points of ingress and egress shall be controlled by security police or operating personnel during operating hours. During nonoperating hours, access shall be controlled by security personnel. A coded badge, pass, or access list system is required and procedures shall be established to check or inspect packaged material and vehicles entering the area. Privately owned vehicles are prohibited from entrance.			
Perimeter Security	a. Igloo and magazine areas should be fenced separately from production and administrative areas. b. New Construction: New fencing will be FE-5 (2-in-sq mesh, 6 feet high). c. Existing fencing consisting of 6 feet or more of chain link need not be replaced solely to meet this standard.			

Table 12-4

MINIMUM SECURITY STANDARDS FOR MUNITIONS AND BULK

EXPLOSIVES IN STATIC STORAGE (CON'T)

	1	2	3	4
Patrols		*a. All structures housing Categories 1 or 2 material will be checked at least once every 8 hours during both operational and nonoperational periods.	a. Installations having 200 or less structures will conduct a physical inspection every 2 days. b. Installations having 200 to 500 structures will make a 100 percent physical inspection every 3 days. c. Installations having in excess of 500 structures will make a 100 percent physical inspection at least once every calendar week.	
		NOTE: All storage structures opened during preceding operational periods will be inspected physically during nonoperating hours.		
Personnel Searches		Conducted upon probable cause or military necessity in consonance with condition of entry.		
Intra-Plant Movement		Rail cars, trailers, and vans containing Categories 1-4 material maintained in transit on post shall be secured with a 5-gauge wire twist with a controlled numbered seal when load is not under constant surveillance. Those packed for off-post movement must be secured with a cable seal.		
Protective Lighting		a. New Construction: In new construction and areas scheduled for modernization or complete upgrade, security lighting is required for exterior doors of all rooms, facilities, and buildings in which sensitive items are stored other than in temporary (less than 90 days) areas. b. Security lighting should not be added or increased solely to meet this standard.		
Consolidation		Whenever possible, security areas and storage areas should be consolidated within mission and safety constraints.		

Table 12-4

MINIMUM SECURITY STANDARDS FOR MUNITIONS AND BULK

EXPLOSIVES IN STATIC STORAGE (CON'T)

Classification	These areas and similar "holding" areas require security designation, appropriate barrier (FE-5), and patrols as outlined above for building structures. Containers, regardless of type, must be secured, at a minimum, with secondary lock protection.

*These standards have been submitted to USD (Policy) and approval is pending.

Table 12-5

MINIMUM SECURITY STANDARDS FOR SMALL ARMS AMMUNITION AND PROPELLANTS

CATEGORIES	2	3	4
Structure Security (In-Process Holding and Storage Buildings)	Exit doors shall be secured with panic hardware (dead-bolt type) and shall be inoperable from outside. Hinge pins shall be welded, or safety stud hinges will be used. Main door shall be locked with a high security lock and hasp. Ammunition vaults within manufacturing buildings shall be secured with secondary padlocks. Windows, glass door panes, and similar openings at the first floor level shall be secured with wire mesh no less than 9 gauge.		
Access Controls	Points of ingress and egress shall be controlled by security police during operating hours. During non-operating hours, the area shall be opened by security police on call to security police HQ, or by authorized operating personnel. A coded badge, pass, or access list system is required.		
Disposal Activities	Ammunition and explosives for disposal shall be accounted for by weight or count. A record shall be made at the disposal activities of all explosives, by weight, and ammunition, by weight or round count. Supervisor of the activity shall certify quantities of ammunition and explosives disposed.		
Perimeter Security	a. Entire production or storage area shall be inclosed with FE-5 6 foot chain link fence. b. Gates and entrances shall be controlled by armed guards. c. Inner areas shall be patrolled by armed guards (vehicle and walking patrols) equipped with mobile radio units.		
Security Patrols	*Where IDS is installed, the patrol shall perform exterior checks of manufacturing buildings at the beginning of the shifts and every 4 hours thereafter to ensure all doors are locked. Where IDS is not installed, the patrol shall be every 2 hours. Security patrols shall make a physical check (lock shaking and door checking) once each shift during nonoperational hours on all buildings.		

* Propellants in general are categorized as Category II Sensitivity, due to their rapid burning and high explosive capability when contained.

Table 12-5

MINIMUM SECURITY STANDARDS FOR SMALL ARMS AMMUNITION AND PROPELLANTS (CON'T)

Personnel Searches	Searches shall be conducted upon probable cause or military necessity.
Protective Lighting	Protective lighting is encouraged as the local commander deems necessary (in production areas).
Holding Area Security	Trucks or rail cars with small arms, ammunition, explosives, and propellants temporarily stored within awaiting shipping or receiving and located outside a restricted area, shall be designated temporary restricted areas. Cargo doors shall be secured with locks or 5-gauge wire twists, a numbered seal, and patrols shall be performed at least once every 2 hours.
Process Accountability	All loading machines shall be equipped with automatic counting devices or accountability shall be maintained by weight controls. Total number of rounds produced by each machine shall be recorded at the end of each operating shift.
Range Accountability	All small arms ammunition, including ballistics test rounds, shall be accounted for.

*These standards have been submitted as noted in the previous table.

4. Mobilization. When the mobilization requirements for selected major items, complex assemblies, subassemblies, and components have been determined, the minimum security criteria for physically safeguarding inactive plants, IPE, and [illegible] shall be as prescribed in table 12-6.

5. Equivalent Standards. If total compliance with the minimum physical security standards in tables 12-1. and 12-3. through 12-6. cannot be achieved, equivalent standards may be used provided they meet the spirit and intent of this manual. Table 12-7. shows the relationships between prescribed and equivalent standards.

6. Accountability. Control of sensitive munitions shall conform to normal accountability procedures and inventory requirements. Installation commanders shall set up accountability procedures based on local conditions. These considerations include threat, vulnerability to sabotage, pilferage and crime rates, structural features, perimeter barriers, item sensitivity, access controls, and other locally unique factors. The following guidelines should be followed as closely as possible:

a. General Information on Accountability

(1) Property administrators must add the category "sensitive item control" to their annual system survey plans.

(2) In transferring sensitive items between processing operational areas, a continuously recorded transfer system must be set up, using either individual receipts, production records containing receipts, or log books. Documentation shall include amount and type of sensitive item, date and time of transfer, and the signature of the person having custody during the transfer or receiving upon completion of the transfer.

(3) The unit of measure should consist of the most practical and meaningful choice between units of weight, volume, count, or combinations thereof.

(4) Sensitive accounting for explosives, propellants, and illuminants begins at the point the item becomes a finished product; for example, flake house, final dry, or consolidation. Normal accountability procedures apply before the item becomes a finished product.

(5) Sensitive accounting for munitions metal components starts at the point the component is loaded.

b. Production Accountability Requirements

(1) Reasonable production loss rates must be set as standards against which to measure test results. These are based on the

Table 12-6

MINIMUM SECURITY STANDARDS FOR METAL PARTS

CATEGORIES	A	B	C
Access	Identification badges or other equivalent identification media are required and shall be checked at points of ingress by the security police, receptionist, or supervisory personnel.		
Visitor Control	a. Visitors shall sign in at point of entry to installation. b. Persons to be visited shall be contacted for approval. c. Visitors shall sign out at time of departure.		None.
Perimeter Security	FE-1 fence required for production or storage area perimeter when the installation does not have a complete perimeter barrier.		None.
Security Patrols	Once every 4 hours during nonoperational hours.	Once every 8 hours during nonoperational hours.	None.
Personnel Searches	Searches shall be conducted upon probable cause or military necessity.		
Protective Lighting	Encouraged in high theft locales.		
Inspections	The facility will designate, at the managerial or supervisory level, an individual charged with the responsibility of ensuring compliance with standards set forth herein by performing periodic inspections.		
Raw Material requirement. Storage	Same requirements as end item storage.		No
End Item Storage	Security, as necessary, to provide protection to end item in storage until such time as finished product leaves the facility. Buildings in which end items are stored shall be locked with secondary-type padlocks during nonoperating hours.		
Critical Materials	Security and inventory procedures shall be established to ensure the availability of the item when needed. Buildings in which critical materials are stored shall be locked with secondary-type padlocks during nonoperating hours.		

Table 12-7

EQUIVALENT STANDARDS

Prescribed Standards	Equivalent Standards
Use of intrusion detection equipment.	Increased frequency of security police surveillance or use of sentry dogs within buildings, other enclosures, and areas.
Maintenance of perimeter clear zones.	IDS on the perimeter barrier. Continuous perimeter surveillance.
Secondary padlocks.	Continuous security police surveillance or built-in 3-way combination locks on vault doors or use of high security padlocks.
Five-gauge wire twist with controlled, numbered seals.	Secondary padlocks or continuous surveillance.
Cable seal/Cable seal lock.	Secondary padlock with controlled numbered seals.
Badge or pass examination.	Personal recognition and/or escort.
FE-5 fence.	Twelve-gauge aluminum FE-5 fence.
Igloos, hardened buildings, and magazines.	Use of IDS and marked increase in the frequency of security police patrols.
Patrol roads along the barrier. (restricted areas only)	IDS on the barrier or random physical inspections by a walking patrol.
High security padlocks with high security hasps.	Secondary padlocks complemented by a marked increase in the frequency of security police patrols. (only in temporary areas).
Security police patrol.	May be performed by properly trained personnel with security police inspections, as appropriate. (short-term only).
Perimeter barrier.	Hardened building to the degree of sensitivity of the item involved. Continued visual surveillance of entire perimeter.

installation's or activity's past experience, and are established by mutual agreement between the installation commander and the operating contractor. The rationale used in setting up these rates must be documented. Tests shall be performed as production processes change.

(2) Accounting on the production line shall consist of sufficient recording that should a break-in (unauthorized entry) occur during an off-shift period, a determination can be made as to whether sensitive items or material were removed, and a close approximation made of the quantity involved. A primary function of the system test inventory is to determine whether such recording is being done effectively. Therefore, the best time to do a system test inventory is when the line is idle (off shift). It would not be unreasonable, as part of the test, to remove a significant amount of material, announce a simulated unauthorized entry, and require the production element to determine the extent of loss.

c. Movement Accountability Requirements

(1) Within a plant restricted area, transfers of sensitive items are not initiated until entries have been made on log books or production records, or until a receipt form has been initiated. In controlled areas or for interplant transfers, receipt documentation must accompany the transport vehicle.

(2) Sensitive items shall not be unattended while on transport vehicles, unless secured and located in properly fenced and restricted areas.

(3) Vehicles containing sensitive items shall be secured when unattended at the plant either by lock or by numbered seal and 5-gauge wire twist.

(4) Truck drivers carrying sensitive items shall not be dismissed at the destination until the seal is verified as intact and as having the proper number.

d. Storage Accountability Requirements

(1) Inventory documentation on the contents of an igloo or magazine shall be available readily.

(2) Formal inventories of all stored sensitive items must be conducted at least annually.

e. Concealed Shortages. Immediately upon learning of a concealed shortage, the contractor, the Government security officer, and the contractor's property supervisor must be notified. The property supervisor in turn notifies the Government property administrator. It is essential that the circumstances of the discovered concealed shortage be investigated and that all available facts be sent to the DCAS office

administering the shipper's contract. Local records must be adjusted accordingly.

f. Seal Control Procedures

(1) Numbered seals shall be used during movement as prescribed. Installations and activities also may require their use in other areas to increase security. An accountability system must be set up to control the issuing of seals at all levels.

(2) Only tamper proof metal ball or plastic-type seals may be used on sensitive material transfers.

(3) Numbered seals must be secured and an inventory record maintained. Procedures should provide for protection of replacement seals and accompanying transfer documents.

7. Key and Lock Control for Sensitive Items

a. Written key and lock procedures must be published. The procedures shall provide for the following:

(1) Appointment of a key control officer.

(2) Issue controls.

(3) An approved metal key container with a three-way combination lock or equivalent locking device.

(4) Limiting removal of the keys from the installation, except to security police on official business.

(5) Inventory and rotation of locks as prescribed in DoD 5100.76-M.

(6) Prohibition of master or common keying.

b. Combination lock control procedures shall be equivalent to those prescribed in DoD 5100.1-R, paragraph 5-104.

c. The procedure of DoD 5100.76-M, paragraph 3-200a(8), applies.

8. Posting of Signs

a. Along installation boundaries, GSA-approved "no trespassing" signs shall be posted at intervals of no more than 500 feet for each exposed side. This applies, regardless of security area designation, except for restricted areas. If required, restricted area perimeter boundaries shall be posted at the same intervals. If individual structures or subareas within a fenced-controlled area are designated

restricted areas, the required signs shall be posted on the individual structures or fences.

b. Interior security areas, such as those bordering restricted areas, shall have the following sign posted at the point of entry: WARNING - AUTHORIZED PERSONNEL ONLY.

9. IDS. The installation of IDS can be a valuable addition to the overall security system by providing continuous monitoring in areas with sensitive security interests. The use of IDS is encouraged to complement or reduce security patrols and to complement structure features and standards. When IDS is in use, the frequency of patrol coverage may be modified, as appropriate, to the local situation. However, a sufficient force of security police to respond to alarms must be available at all times.

10. Assistance Agreements. Management shall do everything possible to obtain assistance agreements with all local law enforcement agencies.

11. Waivers and Exceptions. Installation commanders are allowed a 10 percent deviation from the physical security construction standards in this manual for existing facilities. Additionally, physical security waivers and exceptions may be granted by the individual Military Service's SMCA or JOCG Security Functional Group office of primary responsibility. The Military Services set up waiver and exception procedures based on the following:

a. Waivers and exceptions shall be considered on an individual basis; blanket waivers and exceptions shall not be authorized. Military Service approval authorities are:

(1) Army - U.S. Army Materiel Command.

(2) Navy - AAW and Surface Warfare Systems, Naval Sea Systems Command.

(3) Air Force - Ogden Air Logistics Center.

(4) Marine Corps - Director of Materiel, U.S. Marine Corps.

b. Waivers normally are granted for a period of 1 year and may be extended only after a review of the circumstances necessitating the extension. Extensions shall be identified specifically as first extension, second extension, and so on. Waivers apply only to those items for which corrective action is planned by the Military Service within the normal (5 years) funding cycle from the time of the original waiver.

c. Exceptions shall be granted only when correction of a deficiency is not feasible or when the security afforded is equivalent to or better than that afforded under the standard criteria.

d. Requests for waivers shall describe compensatory measures in effect or recommended. Approvals of waivers and exceptions shall specify required compensatory measures.

e. Deficiencies that will be corrected within 90 days do not require a waiver or exception; however, compensatory measures shall be taken during the interval, and installation commanders must approve the concepts or procedures in writing.

f. The format for waiver or exception requests is as follows:

(1) First Paragraph. State the requirement to be waived or excepted.

(2) Second Paragraph. The reason the standard cannot be met.

(3) Third Paragraph. The impact should the request not be approved.

(4) Fourth Paragraph. Compensatory measure intended.

(5) Fifth Paragraph. Listing of current waivers or exceptions.

(6) Sixth Paragraph. Any additional information or justification desired by the commander.

C. SECURITY CLASSIFICATION MANAGEMENT

Classification management means ensuring the assignment of proper security classifications, progressive downgrading, declassification, and systematic review of files to ensure timely elimination of obsolete or unneeded classified material. Elimination methods include destruction, transfer, and retirement and require the maintenance of any remaining files at the lowest possible level. This section prescribes methods for ensuring uniform and realistic security classification management for sensitive information generated in the conventional ammunition program.

1. Security Classification Management Responsibilities. The JOCG Security Functional Group sets up and implements a joint classification management system for conventional ammunition and associated activities. The principal members shall ensure that conventional ammunition security classification matters within their respective Military Services are reviewed by knowledgeable classification management specialists. They shall also ensure dissemination of all original classification assignments according to the information exchange procedures in section D., below.

2. General Security Classification Guidelines

a. Security classifications shall be uniform within the conventional ammunition program and shall be the lowest defense classification category consistent with national security interests. Security classification shall be maintained only as long there is an advantage to the U.S. Government in limiting disclosure.

b. The classification management procedures in this section are based on DoD 5200.1-R and applicable Military Service supplements. The degree of information sensitivity and the possibility of compromise shall be prime considerations in all actions. When required, and after approval by each Military Service, joint security classification guides will be published as an appendix to this manual.

c. Security guides prepared under these procedures shall address only the broad categories of conventional ammunition listed in DoD Directive 5160.65. These could include guides for entire systems, programs, or projects.

d. These general guides shall be the bases for individual guides or DD Forms 254 for specific items or models by the developing or contracting Military Service.

e. Security classification guidance developed under these procedures by one Military Service shall be applied to comparable items and documents of the other Military Services.

3. Procedures for Security Classification Management

a. Existing security classification guides (policies and determinations) for items and documents in the conventional ammunition base are furnished to each participating Military Service through JOCG Security Functional Group channels by the proponent Military Service.

b. If obsolescence, possible compromise, the passage of time, or any other event that would negate the need to protect information should occur, the proponent Military Service notifies the Chairman, JOCG Security Functional Group, so that the information can be downgraded or declassified promptly.

c. Guides for newly classified information, projects, or programs are processed by the proponent Military Service, who also forwards a proposed guide through the JOCG Security Functional Group to the other Military Services. When practical, the guides and erratas should be prepared in the formats shown in figures 12-1. and 12-2. and according to the following amplifying instructions pertaining to item 6 in the format, Administrative Data:

(1) Security Classification of Major Procurement Items and Elements of the AAO

(a) The AAO Is the Army statement of a wartime requirement during peacetime. It is the program objective that the Army is seeking to obtain.

(b) The AAO for many major items has no security classification requirement because force structure cannot be derived from these figures. The intent of this guidance, regardless of past policy and one-time releases, is to identify types of ammunition and equipment that should not be classified, as well as those that should be assigned a security classification. Proper and prudent application of the information in table 12-8. will prevent any compromise of valuable information. In reading table 12-8., the following classification codes apply: S-FRD: SECRET - FORMERLY RESTRICTED DATA; C: CONFIDENTIAL; and U: UNCLASSIFIED.

(c) Generally, the AAO for developmental systems is downgraded to UNCLASSIFIED when a total force AAO is established and a low level production rate is achieved. However, the AAOs for offensive materials, whether considered singly or collectively, would reveal the quantification of U.S. deterrent and retaliatory capabilities. Revealing this data could be prejudicial to U.S. and Soviet negotiations for a chemical warfare treaty.

(2) Classification of Elements of the AAO. Each major element of the AAO listed below must be protected by the classifications shown for the major items in table 12-8. Any further breakout of the elements of the AAO (for example, Initial Issue Quantity shown by command or theater) shall be classifed CONFIDENTIAL - DECLAS - 6 yrs., except for nuclear items, which shall be CONFIDENTIAL - REVW - 20 yrs. The data elements subject to this guidance follow:

(a) Total - IIQ.

(b) Total - ORF.

(c) Total - RCF.

(d) Total - Pipeline.

(e) Total - Combat consumption, gross or net. (The actual deployment schedule is SECRET.)

(f) Total - Allies.

(g) Total - Additive operational projects.

(h) All maintenance float, consumption, and loss factors used in the AAO computation.

JOCG Number: _____

Approval Date: _____

Security Classification Guide

for

(Title of Item)

Effective Date: _____

a. Issued by:

b. Action officer:

Supercedes:

Project or Program Numbers:

Purpose: To provide appropriate elements with instructions and guidance on the classification of information pertaining to the item identified above.

Authority:

a. This guide is issued under the provisions of Chapter 2.

b. The items approved for classification beyond 6 years were approved by the Commander, _____
(Original TOP SECRET Classification Authority)

Classification Recommendations: If the security classifications contained in this guide impose requirements that are impractical, or if current condition, change, or progress attained in the state of the art of this effort, or any other contributory factors indicate a need for changes in this guide, completely documented and justified recommendations should be made through appropriate channels to the issuing activity. Pending final decision, the items of information involved shall be considered and protected at the higher of the current classifications or the recommended changes. All users of the guide are encouraged to assist in improving the adequacy of this guide.

Figure 12-1. Sample Security Classification Guide.

1. Overall Effort	Classification	Downgrading/ Declassification	Comment
a. Identification:			
b. End Item:			
2. Performance and Capabilities			
3. Specifications			
Production Characteristics			
4. Critical Elements			
5. Vulnerabilities and Weaknesses			
6. Administrative Data			
7. Hardware			

Figure 12-1 (Con't). Sample Security Classification Guide.

JOCG NUMBER _____

DATE _____

ERRATA SHEET

SUBJECT: Security Classification Guide _____

Page Paragraph Change

Provide narrative explanation of change, i.e., item has not been upgraded/downgraded to _____ or declassified, effective _____(date)_____

(signature block)

Figure 12-2. Sample Errata Sheet.

Table 12-8. Classification--Declassification

Item	Classification	Declassification	Comment
Torpedoes - Navy			
MK45	S-FRD		
MK46	C	DECLAS - 6 years	1/
MK48	C	DECLAS - 6 years	1/
Mines - Navy			
All in-service mines	C	DECLAS - 6 years	1/
All Other NAVSEA Weapons - Navy			
Individual Weapons			
M16A1 Rifle	U		
Launcher, Grenade M203	U		
Launcher, Grenade M79	U		
Crew-Served Weapons			
M60 MG, 7.62mm	U		
M85 MG, Cal. .50	U		
M219 MG, 7.62mm	U		
106mm RR	U		
90mm RR	U		
Anti-Armor Missiles Systems			
Associated Support Equipment			
TOW	U		
DRAGON	U		
Missiles	C	REVW - 20 yrs	2/
RATIONALE: See page 12-27.			
Artillery-Associated Equipment	U		
Developmental Systems (SM1 Tank, MICV, ARSV, Sq Auto Rifle)	U		

1/ Declassify after 6 years, unless classification is extended by competent authority.
2/ Declassify 6 years after replacement by a new item.

Table 12-8. Classification--Declassification (Con't)

Item	Classification	Downgrading/ Declassification	Comment
Ammunition - Army			
Small Arms, Artillery, Grenades, Rockets, Pyrotechnics, Fuzes, and Primers, Demolition	U		

(3) Major Items Buy Quantities and Dollars

(a) Buy quantities and dollars for prior year, current year, and budget year for individual line entries normally are unclassified. The individual line item use of the same type of information in any other document (for example, in the RDT&E program) shall also be unclassified. The only exceptions to this policy are as follows:

1 When the AAO and the buy quantity are the same and the AAO is classified.

2 Missile quantities having a nuclear capability or having a specific threat identified as the basis for procurement.

3 Items designated as special exceptions to be classified.

4 Administrative protective markings required by the FAR.

(b) FYDP quantities and dollars for individual lines, by year, are unclassified.

(4) MIDP and Army Assets

(a) The MIDP reflects both programed requirements and current force requirements by elements similar to the AAO stratification. These kinds of data are often used when addressing budgetary information during discussions and hearings. To ensure consistency among the budget and distribution documents for security classification, use the breakout of MIDP elements as shown in table 12-9. It is important to recognize this breakout can only be used when the classification of the items in table 12-8. is UNCLASSIFIED and is applicable in the same manner as the major data elements of the AAO.

1 The basic source data for computing the total requirements for most of the data elements in table 12-9. is UNCLASSIFIED. These include, for example, TOE, TA, readiness float factors, repair cycle float factors, and order/ship time factors. As indicated, base information for certain requirements is derived from classified sources. This classified information is used to determine levels in the pipeline and war reserve requirements for individual commands (claimants).

2 Although the total requirements for each of the elements in table 12-9. and the total of all requirements are unclassified when quoted separately, the information on requirements by claimants or command remains classified. The total of all items by command, either assets on hand or distribution requirement, is classified CONFIDENTIAL (DECL - 6 yrs), except for nuclear item (S-FRD), chemical lethal incapacitating munitions (S-REVW - 20 yrs), and individually approved and authorized exceptions.

Table 12-9. Data Element - Source

Data Element	Source
TOE/TA	TOE/TA-MTOE/MTA
Readiness Float	DA-Approved Operational Readiness Factors
Repair Cycle Float	Density Factors
Operational Projects	AR 710-1
Levels in Pipeline	AR 11-11 (U.C.)
War Reserves	AR 11-11 (U.C.)

(b) When addressing requirements, either programed or current year, the question of existing assets also arises. The total worldwide quantity of assets onhand shall be the same classification as that designated for the AAO. Except for nuclear items and chemical lethal and incapacitating munitions, existing asset classification is subject to Executive Order 12065, which calls for declassification at the end of 6 years. All commercial vehicle quantities used in administrative support functions shall be unclassified.

(5) Overall Classification Rationale. Major items requiring classification and the detailed breakout of any data element shown in the text and tables in this guidance requires classification to protect possible troop deployments, exposure of operational plans, and geographical locations. Hostile intelligence could use such information to plan counter actions. Total forecast requirements for conventional munitions items shall be unclassified, as long as the detailed breakout of any data element accompanies.

D. EXCHANGE OF INFORMATION

1. Purpose of Security Information Exchange. This section prescribes methods for the effective and coordinated exchange between the Military Services of information on protecting the DoD conventional ammunition PB. The objective is uniform interpretation and application of security policies in all the Military Services.

2. Procedures for Information Exchange

a. Table 12-10. lists security information exchange requirements by types of documents and exchange dates. Exchanges shall be made on or after the specified dates or time periods in the table.

b. The JOCG Security Functional Group principal members forward documents originating in their Military Services to the other members for appropriate distribution in their respective Military Services.

E. CATEGORIZING SENSITIVE AMMUNITION AND EXPLOSIVES SECURITY RISKS

This section implements those provisions of DoD 5100.76-M, Appendix A, that relate to the Military Services' coordination and uniform application of sensitive ammunition and explosives coding.

1. Military Service-Designated Activities. The activities designated by the Military Services for sensitive ammunition and explosives risk categorizing are:

a. Army

(1) For all munitions except those listed in subparagraph E.3.a.(2), below: AMCCOM, AMSMC-DS(R), Rock Island, IL.

Table 12-10

JOCG SECURITY GROUP EXCHANGE REQUIREMENTS

Type of Document	Exchange Date
Major Changes in Individual Military Service Policy	1 day after issue
Military Service Internal Policy Letters	Forwarded in original distribution
Minutes of OPR Group Meetings	10 days after meeting
Suggestions for OPR Group Agencies	10 days after meeting
New Regulations and Regulation Changes	30 days after receipt by proponent Military Service
Experience Data on New IDS Tested	30 days after final evaluation
Technical Data Descriptions on Newly Developed IDS	30 days after receipt and/or approval
New Security Techniques and Procedures	30 days after receipt and/or approval
Significant Incident or Loss Reports	1 day after incident
Information on Advanced Technical Breakthrough	Proponent discuss at first task group meeting after receipt of information
Changes in Organizational Charts	Within 10 days after issue

(2) For guided missiles and large rockets: MICOM, AMSMI-SSF, Huntsville, AL.

b. Navy. Naval Sea Systems Command, SEA-64, Washington, DC.

c. Air Force. Ogden Air Logistics Center, MMWRE, Hill Air Force Base, UT.

d. Marine Corps. HQ, USMC, Code LMG, Washington, DC.

2. Security Codes. Three separate codes are used to indicate physical security requirements, degrees of security risk, and vulnerability to pilferage of DoD assets.

a. Physical Security Codes. Table 12-11. shows the physical security codes indicating the degrees of protection required for materials in the interest of national security.

b. Arms, Ammunition, and Explosives Security Risk Codes. The codes in table 12-12. show the degree of protection needed against loss or theft by terrorists or other criminal elements.

c. Pilferage Code. Table 12-13. shows the codes that indicate material has a ready resale value or civilian application, making it especially subject to theft.

3. Categorizing Sensitive AA&E Security Risks

a. General Information

(1) Based on their relative utility, attractiveness, and availability to criminal elements, all AA&E shall be categorized according to the risks involved. As a general rule, only arms, missiles, rockets, explosive rounds, mines, projectiles, and the like with an unpacked weight of 100 pounds or less are categorized as sensitive for the purposes of this manual. Any single container holding a sufficient array of spare parts that, when assembled, would perform the basic function of the end item shall be categorized for security purposes the same as the end item.

(2) The categories of arms shall be as shown in paragraph E.3.c., below. Nonnuclear missiles and rockets similar to those listed under Category I will be included automatically as they come into the inventory.

(3) Sensitive conventional ammunition, explosives, rockets and missiles (including those rockets and missiles identified below), identifications, codings, and corollary plans and actions for physical security accountability shall be uniform throughout the Department of Defense. They shall also be integrated into standard catalog data by all the Military Services and incorporated in Directives and other publications

Table 12-11. Codes - Explanations

Code	Explanation
A	CONFIDENTIAL - Formerly Restricted Data
B	CONFIDENTIAL - Restricted Data
C	CONFIDENTIAL
D	CONFIDENTIAL - Cryptologic
E	SECRET - Cryptologic
F	TOP SECRET - Cryptologic
G	SECRET - Formerly Restricted Data
H	SECRET - Restricted Data
K	TOP SECRET - Formerly Restricted Data
L	TOP SECRET - Restricted Data
O	Item contains naval nuclear propulsion information; disposal and access limitation are identified in NAVSEAINST C5511.32. Store and handle in a manner that will preclude unauthorized access to this material.
S	SECRET
T	TOP SECRET
U	UNCLASSIFIED
7	Item displays sensitive information. Before disposal, all name plates, label plates, meter face plates, tags, stickers, documents, or markings that relate items to weapons system/ end item application must be removed and destroyed.

Table 12-12. Codes - Explanations

Code	Explanation
1	HIGHEST SENSITIVITY (Category I) Nonnuclear missiles and rockets in a ready to fire configuration (e.g., Hamlet, Redeye, Stinger, Dragon, Law, and Viper) and explosive rounds for nonnuclear missiles and rockets. This category also applies in situations where the launcher (tube) and the explosive rounds, though not in a "ready to fire" configuration, are stored or transported jointly.
2	HIGH SENSITIVITY (Category II) - AA&E.
3	MODERATE SENSITIVITY (Category III) - AA&E.
4	LOW SENSITIVITY (Category IV) - AA&E.
5	HIGHEST SENSITIVITY (Category I) - AA&E with a physical security classification of U.C..
6	HIGHEST SENSITIVITY (Category I) - AA&E with a physical security classification of U.C..
8	HIGH SENSITIVITY (Category II) - AA&E with a physical security classification of U.C..

NOTE: Items coded 5, 6, or 8 will be stored and transported according to DoD 5100.76-M or DoD 5200.1-R, whichever is more stingent. Use code 1, 2, 3, or 4 for U.C.; use S for U.C. items not needing code 5 criteria; use C for U.C. not needing code 6 or 8 criteria.

Table 12-13. Codes - Explanations

Codes - Explanations

Code	Explanation
J	Pilferage - Pilferage controls may be designated by the coding activity to items coded U (U.C.) by recoding the item to J.

Coding activities may further categorize pilferage items by using the following codes:

Code	Explanation
I	Aircraft Engine Equipment and Parts
M	Handtools and Shop Equipment
N	Firearms
P	A&E
Q	An item that is a drug, or other substances determined by the Administrator, Drug Enforcement Administration, Department of Justice, to be designated Schedule Symbol III, IV, or V as defined in the Controlled Substance Act of 1970 and other items requiring vault storage.
R	Alcohol, alcoholic beverages, precious metals, or a drug or other substance determined by the Administrator, Drug Enforcement Administration, Department of Justice, to be designated Schedule Symbol II defined in the Controlled Substance Act of 1970 and other items requiring vault storage.
V	Individual Clothing and Equipment
W	Office Machines
X	Photographic Equipment and Supplies
Y	Communication/Electronic Equipment and Parts
Z	Vehicular Equipment and Parts

NOTE: See DRH 2863 for format and definition.

addressing physical security acountability, storage, transportation, and other related functional areas to which the criteria apply. Through joint Military Services coordination, DoD Components shall use the methodology in the DLTs developed by the JOCG for uniform identification and codification of ammunition and explosive items. Use of the DLTs (tables 12-13. through 12-17.) is explained in paragraph 3.E.f., below. A&E examples are shown in paragraph E.3.d., below. If the Military Services agree unanimously that an individual item be in a higher or lower security risk category than indicated by the DLTs, an exception to the mandatory use of the DLTs is permitted. This would be based on subjective evaluation that determines there are considerations that override the sensitivity coding that results from use of the DLTs.

(4) To ensure uniform sensitive item identification and codification, the DoD Components shall incorporate the criteria into their respective cataloging policies and procedures. Additionally, the criteria shall be a part of the Federal Cataloging System.

(5) DoD Components shall review and update ammunition and explosives codifications periodically and add new codifications through use of routine catalog data changes.

b. Missiles and Rockets

Category I. This category includes nonnuclear missiles and rockets in a ready-to-fire configuration, such as Hamlet, Redeye, Stinger, Dragon, LAW, and Viper. It also applies when the launcher (tube) and the associated explosive rounds, though not in a ready-to-fire configuration, are stored or transported together.

c. Arms

(1) Category II. This category includes light automatic weapons up to and including .50 caliber.

(2) Category III. The following items are included:

(a) Launch tube and gripstock for Stinger missile.

(b) Launch tube, sight assembly, and gripstock for Hamlet and Redeye missiles.

(c) Tracker for Dragon missiles.

(d) Mortar tubes, excluding the 4.2 inch.

(e) Grenade launchers.

(f) Rocket and missile launchers with an unpacked weight of 100 pounds or less.

(g) Flamethrowers.

(h) The launcher, the missile guidance set, or the optical sight for the TOW.

(3) Category IV. The following items are included:

(a) Shoulder-fired weapons, other than grenade launchers, that are not fully automatic.

(b) Handguns.

(c) Recoilless rifles up to and including 90mm.

d. Ammunition and Explosives

(1) Category I. This category includes explosive rounds for Category I missiles and rockets, as defined in paragraph E.3.b., above.

(2) Category II. The following items are included:

(a) Grenades, both high explosive and white phosphorous.

(b) Antitank and antipersonnel mines with an unpacked weight of 100 pounds or less each.

(c) Explosives used in demolition operations, such as C-4, military dynamite, TNT, and the like.

(d) Explosive rounds for missiles and rockets other than Category I that have an unpacked weight of 100 pounds or less each.

(3) Category III. The following items are included:

(a) Ammunition, .50 caliber and larger, with explosive-filled projectile and having an unpacked weight of 100 pounds or less each.

(b) Incendiary grenades and grenade fuzes.

(c) Blasting caps.

(d) Detonating cord.

(e) Supplementary charges.

(f) Bulk explosives.

(4) Category IV. The following items are included:

(a) Ammunition with nonexplosive projectiles and having an unpacked weight of 100 pounds or less each.

(b) Fuzes, except those listed in subparagraph E.3.d.(3)(b), above.

(c) Grenades, illumination, smoke and practice, and CS/CN (tear producing).

(d) Incendiary destroyers.

(e) Riot control agents in packages of 100 pounds or less.

(f) Ammunition for the weapons listed in paragraph E.3.c., above, that are not categorized otherwise.

e. Limitations on Applying the Requirements of This Manual. These requirements apply only to the following:

(1) One thousand or more rounds of small arms ammunition up to and including .50 caliber.

(2) Individual rounds of 40mm and larger nonautomatic conventional ammunition.

(3) Guided missile and rocket ammunition individually or having a container or package weight of 100 pounds or less.

f. How to Use the DLTs. Determination of physical security risk category codes is based on the evaluation of four risk factors: utility (table 12-14.), casualty/damage effect (table 12-15.), adaptability (table 12-16.), and portability (table 12-17.). The DoD Components use these DLTs to determine the numerical values of each of the four-risk factors. These numerical values are then applied to the Sensitivity Matrix (table 12-18.). Only one numerical value is used in each column of the matrix. The sum of the numbers in the four columns is then applied to table 12-19. to determine the overall physical security risk category code.

4. Security Risk Management Policies

a. The DLTs discussed in paragraph subsection E.3., above, shall be reviewed and revised periodically, as needed.

(1) In accordance with DoD 5100.76-M, appendix A, the JOCG, who developed the DLTs specified therein, directs the conduct of the reviews and submits recommendations for updating DoD 5100.76-M.

(2) The JOCG Security Functional Group executes the reviews and reports the results in writing to the Executive Director, JOCG, no later than January 31 of each year.

b. Application of the DLTs or otherwise mandated security risk categories in DoD 5100.76-M shall be a coordinated effort among the security, supply, and transportation activities under the supervision of the Military Service-designated activities specified in subsection E.1., above.

c. Each Military Service shall incorporate A&E security risk categories in its catalogs.

5. Security Risk Categorization Coordination Procedures

a. The Military Service-designated activities develop A&E risk categories for the Military Service items in the figure 12-3. format. The definitions in paragraph E.3.c., above, for the four risk factors (data elements 25, 27, 29, and 31), total score (data elements 32 and 33), and risk code (data element 34) are used in the figure 12-3. format. Tapes must be provided by July 31 each year to the CG, AMCCOM, ATTN: AMSMC-MSA(R), for edit and consolidation. The tape input edit criteria are as follows:

(1) Application of Risk Factors and Risk Category. The Military Service ammunition and explosives cataloging activities are responsible for:

(a) The application of the DLT in DoD 5100.76-M, appendix A.

(b) Determining the risk for each factor assigned.

(2) Editing for Compliance. The SMCA edits tape inputs to:

(a) Determine that a risk value has been assigned for each risk factor.

(b) Verify that the risk category code assigned is consistent with the numerical values assigned to that risk category code.

(c) Determine that the risk category code assigned is in accordance with the FSC's and NSN's assigned to each risk category in DoD 5100.76-M, appendix A.

(d) Determine that the risk factors and risk category code assigned to ammunition and explosives items are consistent within the FSCs/NSNs specified and each risk category.

(3) Edit Rejects. Based on the criteria in subparagraph E.5.a.(2), above, incorrect tape inputs shall be rejected.

Table 12-14

UTILITY RISK FACTORS		
If the material is	then the utility is	and the risk factor is
high explosive, concussion, and fragmentation devices,	high	1
SA ammunition,	moderate	2
ammunition items not described above (nonlethal, civil disturbance chemicals, and incendiary devices),	low	3
practice, inert, or dummy munitions; small electric explosive devices; fuel thickening compound; or items possessing other characteristics that clearly and positively negate potential use by terrorist, criminal, or dissident elements.	impractical	4

Table 12-15

CASUALTY/DAMAGE EFFECT RISK FACTORS		
If the material is	then the casualty/ damage effect is	and the risk factor is
extremely damaging or lethal to personnel (devices that will probably cause death to personnel or major damage to property or material),	high	1
moderately damaging or injurious to personnel (devices that would probably cause personnel injury or material damage),	moderate	2
temporarily incapacitating to personnel,	low	3
flammable items and petroleum based products readily obtainable from commercial sources.	none	4

Table 12-16

ADAPTABILITY RISK FACTORS		
If the material	then the adaptability is	and the risk factor is
is usable as is (simple to function without use of other components),	without modification	1
requires other components or can be used with slight modification,	slight modification	2
requires the use of other components that are not available on the commercial market or can be used with modification that changes the configuration,	major modification	3
requires specification functions or environmental sequences that are not reproducible readily, or its construction makes it incapable of producing high order detonation (gas generator grains, impulse cartridges, and the like).	impractical	4

Table 12-17

PORTABILITY RISK FACTORS		
If the material is	then the portability is	and the risk factor is
easily carried by one person and easily concealed,	high	1
items whose shape, size, and weight allow them to be carried by one person for a short distance,	moderate	2
an item whose shape, size, and weight requires at least two persons to carry,	low	3
items whose shape, size, and weight preclude movement without MHE	MHE required	4

Table 12-18

SENSITIVITY MATRIX
FOR PHYSICAL SECURITY RISK

FACTOR	UTILITY	CASUALTY/ DAMAGE EFFECT	ADAPTABILITY	PORTABILITY
1	HIGH	HIGH	WITHOUT MODIFICATION	EASILY CARRIED OR CONCEALED BY ONE PERSON
2	MODERATE	MODERATE	SLIGHT MODIFICATION	CAN BE CARRIED BY ONE PERSON FOR SHORT DISTANCES
3	LOW	LOW	MAJOR MODIFICATION	REQUIRES AT LEAST TWO PERSONS TO CARRY
4	IMPRACTICAL	NONE	IMPRACTICAL	REQUIRES MHE TO MOVE

Table 12-19

PHYSICAL SECURITY
RISK CATEGORY DETERMINATION

If the sum of the numerical values in Table 12-18. is	then the sensitivity evaluation is	and the physical security risk category code is
4 or 5,	high	II
6 through 8,	moderate	III
9 through 12,	low	IV

Table 12-20. Tape Layout for Submission of A&E Sensitive Risk Category Data

CARD COLUMN	DATA ELEMENT
1-3	DIC (SEN)
4	BLANK
5-8	FSC
9	BLANK
10-13	DODIC (AMMUNITION/EXPLOSIVES ONLY)
14	BLANK
15-23	NIIN
24	BLANK
25	UTILITY RATING
26	BLANK
27	CASUALTY/DAMAGE EFFECT RATING
28	BLANK
29	ADAPTABILITY RATING
30	BLANK
31	PORTABILITY RATING
32-33	TOTAL SCORE
34	RISK CODE
35-36	BLANK
37-74	NOMENCLATURE
75	BLANK
76	SERVICE
77-80	BLANK

b. No later than September 30 each year, representatives of the Military Service-designated activities meet to review and agree upon the consolidated data. If preliminary screening shows there are no disagreements among the Military Service-designated activities, they may agree to signify their agreement by message instead of having a meeting. The results of this review and agreement constitute Military Service coordination and will be used to update Military Service catalogs.

c. The SMCA provides the consolidated data, including the assigned risk factors, the security factors, and the security risk category, to the Military Service-designated activities in both a tape configuration and in hard copy.

6. DoD A&E Security Risk Handbook

a. As an interim measure pending inclusion of security risk categories in all of the Military Services' catalogs, the JOCG shall publish a DoD A&E Security Risk Handbook and update it annually during the first quarter of the FY. In case of conflict between security risk categories specified in Military Service catalogs and those in the DoD Handbook, the Military Service catalogs take precedence.

b. When A&E sensitive risk categories apply to items belonging to two or more Military Services, the JOCG publishes and distributes the consolidated data to the appropriate DoD Components.

c. Military Service-designated activities shall act on recommendations for revision of security risk categories on a continuing basis. If the recommendations are found valid, the other Military Service-designated-activities shall be notified. By mutual agreement, a revised DoD A&E Security Risk Handbook may be issued more often than annually.

CHAPTER 13

DEMILITARIZATION AND DISPOSAL

A. GENERAL POLICIES AND PROCEDURES

This chapter outlines the policies and procedures used by the SMCA and the Military Services to ensure optimum performance of conventional ammunition demilitarization and disposal functions and facilities. It applies to the SMCA organizations responsible for the custody, control, technology development, processing, and funding for conventional ammunition demilitarization and disposal. The SMCA and the Military Services shall, consistent with DoD policies and procedures, establish and support the management system described in this chapter for processing disposable assets.

1. Demilitarization and Disposal Concepts. Demilitarization and disposal is the final step in the life-cycle management of ammunition. Assets requiring demilitarization and disposal are generated at most sites that receive, store, ship, maintain, or use conventional ammunition.

a. Disposable assets are items either declared excess to the Military Services' needs or determined to be unserviceable. To maximize the return on the DoD investment in such items, they must be processed through a systematic procedure to ensure reutilization, transfer, sales, or demilitarization.

b. Demilitarization and disposal methods and procedures must be incorporated into the design and development of new or modified ammunition items. This technology must provide acceptable methods that comply with applicable environmental requirements.

c. Demilitarization and the subsequent sale of scrap is one of the final acts in the disposal process. The most efficient disposal system for conventional ammunition under optimum conditions is one that could be used worldwide, since disposable assets may be generated in either the wholesale or retail inventories.

d. The management system used by the SMCA and the Military Services shall include the following requirements to ensure efficiency, economy, and the maximum return for the DoD dollar:

(1) An automated accounting and reporting system or systems providing visibility and management reports of all conventional ammunition authorized for disposal. The system(s) must record and report items and materials reclaimed during the demilitarization and disposal processing cycles.

(2) A method of identifying and providing visibility of all SMCA and Military Service activities' capabilities to demilitarize items in the disposable conventional ammunition inventory.

(3) A decision model or models to aid managers in analyzing and decision making on various tradeoff alternatives, such as relocating assets for demilitarization versus demilitarization at the generating activity, considering all related costs.

(4) A management information system of ongoing research, development, engineering, and modernization projects for new or improved disposal techniques. The purposes of this requirement are to avoid duplication of effort, identify areas requiring research, and achieve a higher degree of efficiency and compliance with environmental requirements.

(5) Inclusion in the design of all new or modified conventional ammunition items the requirement to develop safe and environmentally acceptable demilitarization procedures.

2. Developing and Maintaining Demilitarization and Disposal Policies and Procedures. The JOCG Demilitarization and Disposal Functional Group develops and periodically reviews this chapter. The group chairperson is responsible for inter-Service coordination of required changes.

a. The JOCG Demilitarization and Disposal Functional Group Membership. The principal Military Service members are as follows:

(1) Army

(a) Armament Research and Development Center: AMSMC-LC(D).

(b) AMCCOM: AMSMC-DS(R).

(c) MICOM: AMSMI-NL.

(2) Navy NAVSEASYSCOM/SEA-642.

(3) Air Force

(a) OO-ALC/MMW.

(b) AFSC/AD/DLV.

b. Principal Member Responsibilities. The principal members of the JOCG Demilitarization and Disposal Functional Group shall:

(1) Develop and maintain instructions for demilitarization and disposal of ammunition as defined in this chapter.

(2) Coordinate the exchange of demilitarization and disposal information of mutual interest and concern.

(3) Analyze the impact of information exchanged and make recommendations to the appropriate commands.

(4) Establish required interfaces to accomplish assigned tasks.

(5) Perform special task assignments as directed.

(6) Resolve differences of opinions involving elements of their respective Military Services.

B. FINANCIAL MANAGEMENT

This section applies to the financing of conventional ammunition demilitarization and disposal technology development and operations.

1. Storing Military Service Responsibilities. The storing Military Service shall, in accordance with Chapter 7, fund for demilitarization and disposal functions performed at its activities as storage space availability and economic analysis dictate.

2. SMCA Responsibilities. The SMCA shall:

a. Fund for demilitarization and disposal of materiel at SMCA activities.

b. Provide the Military Services by August 1 of each year a 5-year forecast of technical data requirements for Military Service-peculiar items to be demilitarized at SMCA activities. Examples of such technical data include DMWRs, TOs, and LOIs.

c. Provide the Military Services an annual confirmation by March 30 of Military Service-peculiar items scheduled to be demilitarized at SMCA activities for which technical data are required by March 30 the following year for processing during the ensuing FY. That is, on March 30, 1988, notification of technical data requirements to be provided by March 30, 1989, will be made for work to be done in FY 90.

d. Fund for development of demilitarization and disposal technology and preparation of DMWRs for all materiel in the inventories before November 1, 1977, after receipt at SMCA facilities. (Note that lack of such technology is not sufficient reason to defer shipment.)

e. Fund for packaging, crating, handling, and transportation costs for disposal assets shipped to other Military Service-designated demilitarization sites from SMCA activities.

f. Program and fund for equipment and facilities required to support the SMCA-demilitarization and -disposal mission.

3. Military Services' Responsibilities. The Military Services shall:

a. Provide the SMCA a 5-year forecast by March 30 each year of those disposable conventional ammunition assets projected to be referred to the SMCA for designation of a demilitarization site.

b. Provide the SMCA an annual confirmation by March 30 of retail disposable assets to be referred to the SMCA during the ensuing FY. Forecasts shall be in the format agreed to between the SMCA and the Military Services.

c. Fund for packaging, crating, handling, and transportation costs for disposal assets shipped from other than SMCA facilities.

d. Fund for the development of demilitarization and disposal technology for new or modified items entering the Military Services' supply systems after November 1, 1977.

e. Program and fund for equipment and facilities required to support the Military Services' assigned demilitarization and disposal missions.

4. Additional Financial Management Considerations

a. When disposal assets are received at the SMCA-designated location, they become part of the wholesale inventory. Funding for receipt, processing, demilitarization and disposal, or subsequent movement to another location shall be the responsibility of the SMCA.

b. Costs incurred during the demilitarization process for preserving; packaging; renovating; or modifying and shipping or storing parts, components, or subassemblies reclaimed for further use shall be borne by the Military Service IM or organization requiring the items.

c. Military Service-owned items stored at SMCA or other Military Service-managed activities authorized to perform demilitarization and disposal shall be transferred to the disposal inventory at the storage site.

d. The JOCG Demilitarization and Disposal Decision Models may be used to support decisions on operation of demilitarization and disposal programs.

e. The detailed financial management procedures to be followed shall be in accordance with the Department of Defense, the individual Military Service, and the SMCA comptroller doctrine, in addition to the instructions in this chapter.

C. BUDGETING AND WORK LOADING

1. Concepts

a. In general, the disposal or demilitarization of disposable assets should be done at the site affording the least total DoD costs.

b. The proposal to establish any new demilitarization capability at an installation must include an economic analysis and an analysis of the environmental consequences of such an action (DoD Directive 6050.1 and implementing Military Service instructions).

2. Policies

a. The Military Services shall budget, assign work load, and perform demilitarization and disposal operations on retail disposable assets for which they have such capability, as storage space availability permits, and within funding constraints dictated by economic analysis. Retail disposable assets for which there is no demilitarization and disposal capability shall be processed according to section D., below.

b. The SMCA shall budget, assign work load, and perform demilitarization and disposal operations, within funding constraints, on disposable assets at SMCA facilities. This shall include consideration of the Military Services' forecasts specified in section B., above.

c. The Military Services and the SMCA may use the Demilitarization and Disposal Decision Models to aid in selecting disposal sites. If a model's proposal to ship materiel from one location to another is accepted, the Military Services or the SMCA shall request data verification from the two locations.

3. Budgeting and Work Loading Procedures

a. Budgeting. The Military Services and the SMCA shall plan, program, and budget for ammunition demilitarization and disposal according to DoD and Military Service PPBS procedures. In addition, the following guidance applies:

(1) Equipment purchases (including pollution abatement equipment) and minor construction projects for disposal functions should be kept to a minimum consistent with environmental constraints and efficient operations.

(2) The economic and environmental aspects of the budget request must be evaluated before submittal. A statement on the results of the evaluation must accompany each project budget request.

(3) The budget request should cover all funds needed for receipt, processing, accounting and reporting, demilitarizing, and disposal processing. The latter includes packing, crating, handling, and shipping costs to designated disposal sites. The budget request should address both disposable assets and classified inert material receipted to each SDPDA.

b. Work Load Calculations. These are based on each activity's capability to demilitarize both existing assets and forecast generations. Five-year plans resulting from these calculations are used by the program manager to project funding requirements for budget submissions. Work loading of disposable assets held on SDPDAs generally is based on the holding activity's capability to demilitarize the assets. If no Military Service capability exists, refer to section D., below. When Military Service capability does exist, prioritizing of demilitarization projects should consider the following factors:

(1) Safety.

(2) Reclamation of usable components.

(3) Storage requirements.

(4) Recycling of salable residue.

(5) Economics.

(6) Environmental considerations.

D. REPORTING OF DISPOSABLE ASSETS

The SMCA is responsible for demilitarization and disposal of assigned wholesale assets stored at Army activities. In addition, the SMCA also is responsible for demilitarization and disposal of assigned ammunition shipped from a Military Service activity to an SMCA site for the specific purpose of demilitarization and disposal. Section B., above, described the requirements for forecasting generation of disposable assets within the retail system. This section sets up reporting requirements to be used by the Military Services and the SMCA in day-to-day control of disposable assets.

1. Requirements of Reporting Systems. The conventional ammunition demilitarization and disposal inventory shall be controlled through a reporting structure that:

a. Provides visibility of demilitarization and disposal inventories worldwide and Military Servicewide. The purpose of this requirement is to achieve the most efficient and economical management of demilitarization and disposal capabilities.

b. Supports the needs of the SMCA and the Military Services in fulfilling their responsibilities to manage the wholesale and retail inventories of disposable ammunition.

c. Uses existing Military Service reporting systems as much as possible.

d. Promotes reutilization and reclamation of ammunition items or components derived from demilitarization and disposal by the Military Services or other Federal agencies. This is in addition to the utilization screening requirements for specific ammunition FSCs prescribed in DoD 4160.21-M.

e. Affords the same inventory accountability, control, storage, and security measures for ammunition in the disposal account as for Military Service stock.

f. Provides communications between reporting systems adequate to satisfy the needs of the SMCA and the Military Services.

2. How the Reporting System Works

a. Excess serviceable or reparable retail assets are referred to the other Military Services by the owning Military Service IM for possible reuse before authorizing demilitarization and disposal and transfer to an SMCA or Military Service SDPDA.

b. Transfer to the demilitarization and disposal account starts when the DD Form 1348-1, "DoD Single Line Item Release/Receipt Document," is issued to transfer accountability to the SMCA or Military Service SDPDA.

c. The SAPDOs of the SMCA and the Military Services provide input to and update of the demilitarization and disposal inventory according to their respective reporting systems.

d. Processing of Military Service disposable assets is as follows:

(1) Army. Assets declared excess or unserviceable at retail sites are reported to the Army ICPs to provide worldwide visibility of disposable stocks. Input on wholesale disposable assets is provided to the SMCA.

(2) Navy. Retail assets authorized by the IM for disposal are demilitarized locally, if possible. Local demilitarization and disposal capability may not exist, or local demilitarization and disposal may be uneconomical. In such cases, the items are reported to the Navy Ammunition Demilitarization and Disposal Program Manager for transfer to another activity or referral to the SMCA for demilitarization and disposal at an SMCA-designated activity.

(3) Air Force. Retail assets authorized by the IM for disposal are demilitarized locally, if possible. If local demilitarization is either not possible or uneconomical, the items are referred to the SMCA for demilitarization and disposal at an SMCA-designated activity.

e. Military Service-owned assets stored at the SMCA or other Military Service-managed activities and authorized for demilitarization and disposal by the owning Military Service IM are transferred to the SMCA or Military Service SDPDA located at the storage activity.

E. THE DEMILITARIZATION AND DISPOSAL MIS

The information provided through the reporting systems discussed in the preceding section is used to support SMCA and Military Service decision processes. In order to do this effectively, the information must be current, organized, and accessible. The Demilitarization and Disposal MIS described in this section is set up to fulfill those requirements.

1. Sources of Data

a. The Army and SMCA-owned activities provide inventory entries or changes according to established Army reporting systems.

b. The Navy provides the SMCA updates on the Navy's retail disposable ammunition inventory by means of the Ammunition Disposal Inventory Management System.

c. The Air Force uses existing procedures to transfer accountability to the SMCA as materials are designated for demilitarization and disposal. The SMCA enters this data into the MIS.

2. Demilitarization and Disposal MIS Outputs

The SMCA establishes, operates, and maintains the Demilitarization and Disposal MIS in collaboration with the Military Services. Included in this responsibility is the requirement to publish the three documents described below:

a. Volume I, "Demilitarization/Disposal Inventory," is produced quarterly. It lists and stratifies the inventory.

b. Volume II, "Demilitarization/Disposal Facility Capability Handbook," is produced as required. It shows capabilities, constraints, and common usage equipment.

c. Volume III, "Demilitarization/Disposal Reclamation Materials and Weights," is also produced as required. It is a catalog of reclamation materials and shows amounts by weight.

3. Procedures for Operating and Maintaining the MIS. The SMCA collects and processes input data from SMCA and Military Service sources and publishes and distributes the three MIS publications as follows:

a. Volume I includes the following:

(1) NSN/DoDAC.

(2) Nomenclature.

(3) Storage location.

(4) Quantity.

(5) Total weight.

(6) Total dollar value.

(7) Condition code.

(8) The inventory stratification by total weight of each inventory quantity to facilitate any required operations planning and shipment quantities.

(9) Inventory data sources that include quarterly reporting through the SPEEDEX system for DESCOM and AMCCOM installations, as well as the Military Services' internal reporting systems. Volume I provides quantitative data for the Ammunition Disposal Inventory Management System quarterly.

b. Volume II includes the following:

(1) A master cross-reference relating capabilities and capacities to NIINs.

(2) Demilitarization and disposal facility capabilities expressed in terms of methods (such as deactivation furnace, washout, demolition, burning, and so forth), by item, location, unit volume, and direct labor costs.

(3) Ammunition demilitarization data sheets for selected ammunition items listed in the demilitarization and disposal inventory. The data sheets are prepared by the Military Services and SMCA depots and plants and reviewed by AMCCOM and NAVSEA, as appropriate.

(4) Information provided by the Military Services and SMCA depots and plants on changes in environmental constraints affecting demilitarization and disposal capabilities at the various activities. Before this change information is entered in Volume II, it must have been reviewed by AMCCOM and NAVSEA, as appropriate.

(5) Common usage equipment available to meet demilitarization needs. To obtain information on such equipment and get approval to use nonstandard or locally fabricated equipment, contact either of the following, as appropriate:

(a) SMCA:
AMCCOM
AMSMC-DS(R)
Rock Island, IL 61299-6000

(b) NAVSEA:

NAVSEASYSCOM
SEA-6423
Washington, DC 20362

c. Volume III shows the information in the following format:

(1) DoDAC.

(2) Nomenclature.

(3) Weight of the materials in pounds per item. Source data for all information on reclamation materials and weights on all ammunition items in the demilitarization and disposal inventory is provided by the SMCA and the Military Services.

d. Demilitarization and disposal publications comprising the MIS are distributed according to requirements set up by the SMCA and Military Service Demilitarization and Disposal Functional Group principal members.

F. DEVELOPING TECHNICAL PROCEDURES AND INSTRUCTIONS

Demilitarization and disposal by safe and environmentally acceptable means shall be a mandatory consideration in the design concept of new or modified ammunition items. This means such considerations and procedures must be incorporated into the design and development of new or modified items to achieve compliance with applicable safety and environmental requirements. Such considerations include disassembly, recovery, and

salvage of ammunition components for reuse or conversion to other applications. Ammunition items to be demilitarized at SMCA activities may not have demilitarization and disposal procedures, or the existing procedures may be inadequate due to safety or environmental constraints. In such cases, the SMCA shall request the developing Military Service to provide the necessary technology and procedures. If the owning Military Services do not have the capability to do so, the SMCA shall initiate the needed technology development with SMCA development centers or industry. If demilitarization procedures are needed for items to be demilitarized at Military Services' facilities, those Military Services are responsible for developing the procedures.

1. Objectives of Technology and Procedures Development for Demilitarization and Disposal

a. Includes demilitarization and disposal considerations as integral parts of the planning and decision processes for all new or modified ammunition items from conception to final acceptance of the end item.

b. Provides for review and approval of demilitarization and disposal considerations and plans according to program management procedures. In all cases, this should be done before OT&E.

c. Ensures demilitarization and disposal procedures that meet environmental requirements are developed and tested before inventory production decisions.

d. Ensures a hazard analysis is conducted. Safety must be a primary consideration in developing demilitarization and disposal procedures.

e. Achieves maximum attainable recycling of resources used in ammunition.

2. Responsibilities for Demilitarization and Disposal Technology

a. Activities, commands, divisions, centers, and program offices responsible for ammunition development or modification shall:

(1) Ensure demilitarization and disposal considerations are an integral part of the planning and decision processes for all new or modified ammunition items.

(2) Prepare ammunition demilitarization and disposal plans and test reports.

(3) Provide for review and approval of demilitarization and disposal considerations and plans through existing command channels before OT&E.

(4) Provide an approved disposal plan to the SMCA for all new or modified ammunition to be produced, stored, demilitarized, or disposed of by the SMCA.

(5) Issue appropriate regulations, instructions, and procedures to implement the policies and procedures in this section.

b. The JOCG shall:

(1) Review implementation of these policies and make recommendations to the JLC, as appropriate.

(2) Check compliance by reviewing at least one demilitarization and disposal plan per year for each Military Service for a new or modified ammunition item. The ammunition items to be reviewed are based on command recommendation or JOCG selection.

3. Procedures for Developing Demilitarization and Disposal Technology and Procedures

a. To ensure requirements are scheduled and prepared according to paragraph F.1.b., above, the Military Services shall evaluate new and revised technical procedures for demilitarization. They coordinate with SMCA facilities and appropriate headquarters elements to ensure adequate planning for both current and future requirements.

b. Before SMCA authentication of technical procedures for new or nonroutine demilitarization and disposal operations to be performed at SMCA activities, the following actions are required:

(1) Before full-scale operations are started, the SMCA and the involved Military Service shall conduct a pilot checkout according to the instructions in the draft technical procedures.

(2) After the pilot checkout, the test results and generated data are evaluated. The results of this evaluation are used to correct deficiencies in operational, environmental, and safety procedures when preparing the final technical procedure for distribution.

(3) If assets are not available to conduct a pilot checkout, the draft procedure is sent to one or more activities likely to perform the operation for review and comment. This must be accomplished before the final preparation and authentication of the technical procedure.

c. The SMCA shall:

(1) Identify specific requirements for technical procedures and set up effective controls for their use consistent with the requirements of the individual Military Service and the SMCA.

(2) Develop plans to control the joint Military Service and SMCA checkout of technical procedures consistent with identified requirements.

(3) Review the impact of the technical procedures on SMCA resources, scheduling, and depot work load forecasting, including resolution of onsite problem areas and manual checkout.

(4) Conduct pilot demilitarization and disposal operations with the participation of depot and Military Service personnel for new or modified items entering the stockpile. This includes taking part in prototype demilitarization and disposal operations when requested by the Military Services.

(5) Review and check out technical procedures provided by the Military Services, to ensure they can be adapted to the SMCA activities.

(6) Initiate technical studies to forecast requirements for the following:

(a) Replacing obsolete, unserviceable, and irreparable demilitarization equipment.

(b) Acquiring new demilitarization equipment for new ammunition items and accessories for existing equipment, modifying equipment, and stocking repair parts.

(c) Evaluating the progress of projects to acquire demilitarization equipment and providing any required assistance to meet delivery schedules.

(7) Manage, design, control, and produce or procure demilitarization equipment specified in technical procedures to support assigned programs.

d. Technical procedures for demilitarizing new or modified Class V (FSG 13) items must be prepared and distributed before release of the items to the stockpile.

e. The Director of Defense Ammunition, AMCCOM, is the SMCA point of contact on matters related to demilitarization and disposal technology.

G. REPORTING REQUIREMENTS FOR DEMILITARIZATION AND DISPOSAL TECHNOLOGY

To ensure effective communications on demilitarization and disposal technology, this section sets up reporting requirements and procedures. The objectives are to achieve inter-Service coordination, eliminate duplication of effort, and ensure all such projects are directed toward solving real demilitarization and disposal technology problems.

1. Responsibilities for Technology Reporting

a. The SMCA shall publish demilitarization and disposal reports, as required.

b. The JOCG Demilitarization and Disposal Functional Group shall maintain, update, and evaluate the demilitarization and disposal technology base before publication of the reports. This includes maintaining the data base for demilitarization and disposal technology concept proposals, ongoing RDT&E, military construction, and engineering projects directed toward new or improved demilitarization and disposal techniques; identification and analysis of these projects; and distribution of the information.

2. Procedures for Technology Reporting

a. In advance of planned report publication dates, the principal members of the JOCG Demilitarization and Disposal Functional Group retrieve pertinent demilitarization and disposal RDT&E projects from the Defense Technical Information System.

b. The Demilitarization and Disposal Functional Group principal members correspond with appropriate agencies to obtain completed DD Form 2360, "Conventional Ammunition Demilitarization and Disposal Technology Description" (figure 13-1.), on non-RDT&E efforts, including military construction and engineering projects. The required entries on the DD Form 2360 are self-explanatory.

c. The Demilitarization and Disposal Functional Group principal members compile, review, and analyze the data before its incorporation into the report.

d. The SMCA enters the updated technology data into the system and publishes the Demilitarization and Disposal Technology Report, as required.

e. The SMCA transmits the report to the Military Services, requesting they make provisions in their 5-year programs to fill demilitarization and disposal technology gaps in areas where the Military Services have design control.

H. HANDLING AND TRANSPORTING OF DISPOSABLE ASSETS

1. Basic Requirements for Transporting and Handling Disposable Assets. Handling and transporting disposable assets, including transportation safety and security, shall be according to DoD and DoT requirements.

a. All documentation required by this section shall be prepared in MILSTRIP/MILSTRAP formats.

CONVENTIONAL AMMUNITION DEMILITARIZATION AND DISPOSAL TECHNOLOGY DESCRIPTION	REPORT CONTROL SYMBOL MIL (AR) 1688

1. TITLE

2 TYPE *(X one)*				3 STATUS *(X as applicable)*		
	a. OPEN BURNING		b. INCINERATION		a. RESEARCH	*(If research, X one of the following)* (1) PILOT
	c. RECLAMATION		d. WASHOUT		b. EXPLORATORY DEV.	(2) FULL SCALE *(List scheduled or operational date, size and location(s).)*
	e. DETONATION		f. WASTE TREATMENT		c. ADVANCED DEV	
	g. OTHER *(Specify)*				d. ENGINEERING DEV.	

4. SPONSOR(S)	5 RESEARCH, DEVELOPMENT AND/OR ENGINEERING AGENCY

6 DESCRIPTION *(Use additional narrative and diagram sheets as necessary.)*

7 PREPARED BY

a TYPED OR PRINTED NAME *(Last, First, Middle Initial)*	b. SIGNATURE	
c ORGANIZATION NAME	d TITLE	e DATE SUBMITTED *(YYMMDD)*
f ORGANIZATION ADDRESS		

DD Form 2360, APR 85

Figure 13-1.

b. Military Service transportation and traffic management elements shall plan for and execute transportation of retail disposable assets to SMCA-designated locations for demilitarization and disposal. This includes transporting bulk propellants and explosives, other components, and end items owned by that Military Service.

c. Packing of disposable assets shall be according to DoD and DoT requirements.

d. The shipper is responsible for all transportation costs incurred in relocating disposable assets to a designated disposal site and for any demurrage costs resulting from the shipper's failure to conform to specific SMCA or Military Service shipping instructions. The shipper shall be promptly advised when demurrage charges occur and shall be billed by SF 1080 as incidents occur.

2. Handling and Transportation Procedures

a. The shipping Military Service shall:

(1) Request the SMCA or receiving Military Service to designate demilitarization and disposal sites, and to provide shipping information for disposable assets.

(2) Coordinate shipping information directly with the receiving activity, when necessary.

(3) Control shipment and movement from the time the shipment is released to the carrier at the shipping activity.

(4) Prepare and submit all documentation required in support of rate negotiations with the MTMC.

(5) Prepare and transmit all RESHIPs on all ammunition and components (CONUS and OCONUS) to the ICP consignee or other addressees, as directed.

(6) Provide the receiving activity with one copy of each GBL issued to move disposable assets.

b. The SMCA shall:

(1) Direct shipment of disposable assets from one SMCA activity to another.

(2) Designate demilitarization and disposal activities to receive and process disposable assets.

c. Receiving activities shall:

(1) Provide to the shipping activity a signed and dated copy of the shipping document acknowledging receipt and acceptance of accountability and marked according to the owning Military Service's direction.

(2) Annotate the returned document to show any difference in quantity or material actually received from that indicated on the shipping document. This is to facilitate investigation of discrepancies in shipment and any required inventory adjustments.

I. MODERNIZATION AND EXPANSION

This section outlines forth policies and procedures for modernizing and expanding ammunition demilitarization and disposal capabilities and facilities.

1. Modernization and Expansion Policies

a. Existing demilitarization and disposal capabilities, facilities, and equipment shall be used to the maximum possible extent, consistent with environmental constraints and considering economic tradeoffs. An obvious tradeoff would be one based on cost comparisons between moving a disposable asset from a storage site to a location that has demilitarization and disposal capability and investing in such capability at the storage site.

b. Research, development, engineering, and modernization projects and programs to provide more economical or environmentally acceptable means of ammunition demilitarization and disposal shall be coordinated and supported jointly by the Military Services.

c. Modernization and expansion proposals shall include a statement certifying that the project does not duplicate any other ongoing or proposed projects, including those contained in the Demilitarization and Disposal Technology Report.

d. Modernization and expansion of demilitarization and disposal capabilities shall be according to DoD Directive 5160.65.

2. Modernization and Expansion Procedures

a. The SMCA and the Military Services jointly shall:

(1) Identify, document, and prioritize modernization and expansion requirements based on the following:

(a) Approved demilitarization and disposal plans generated by the SMCA or received from the Military Services.

(b) Recommendations from the current Demilitarization and Disposal Technology Report.

(c) Data and information produced by the MIS discussed in section E., above.

(d) The results and recommendations of special studies.

(e) TDPs for items with no known demilitarization and disposal technology.

(2) Determine the need for new or expanded demilitarization and disposal capability in support of their respective missions. The need for new or expanded capabilities is based on current and forecast demilitarization and disposal requirements as determined by the SMCA and the Military Services.

(3) Program for facility construction, as needed.

b. The Military Services shall:

(1) Identify equipment requirements to the SMCA for replacing worn or obsolete assets.

(2) Coordinate equipment requirements with the SMCA to prevent duplication of existing equipment or equipment in the design process.

c. The SMCA shall:

(1) Program for demilitarization and disposal equipment to support the SMCA mission and retail operations requirements identified by the Military Services.

(2) On a reimbursable basis, provide available APE from the SMCA inventory to satisfy the Military Services' needs.

J. UTILIZATION AND SALE OF DISPOSABLE ASSETS

This section sets up general guidance, based on established DoD policy, for disposing of conventional ammunition through utilization within the Federal Government, the commercial sector, and FMS as the most economical and expeditious methods of disposal.

1. Policies for Utilization and Sale of Disposable Ammunition Assets. The basic requirements, policies, and procedures governing the utilization and sale of conventional ammunition are contained in DoD 4160.21-M, and DoD 4160.21-M-1. In addition to that guidance, the following sales policies apply to the utilization and sales of disposable ammunition assets:

a. Every effort shall be made to ensure that actions taken on disposable assets provide the maximum return on the DoD dollar invested.

b. Every effort shall also be made to dispose of both serviceable and unserviceable conventional ammunition through reutilization and the various sales programs to promote cost-effective and expeditious disposition.

c. Statutory and regulatory controls limit the disposal of conventional ammunition by sale; however, sales may be made to state and local law enforcement agencies, commercial firms licensed by the Government to purchase and process explosives, and approved foreign governments.

(1) Sales to commercial firms in the United States generally are limited to unclassified conventional ammunition, unused or reclaimed bulk explosives or propellants for reprocessing and use, or munitions items that can be demilitarized according to DoD requirements.

(2) Sales in foreign countries generally are limited to firms licensed by foreign governments to process munitions according to stipulations in host nation agreements between the foreign governments and the U.S. Government.

2. Responsibilities for Utilization and Sale of Disposable Ammunition. The SMCA and Military Service demilitarization and disposal program managers shall develop detailed procedures to dispose of excess and surplus conventional ammunition expeditiously and economically through effective utilization and sales programs. Program managers are responsible for the following:

a. Establishing and maintaining liaison with the DPDS and Military Service international logistics organizations to ensure that current commercial and foreign military sales requirements are known.

b. Coordinating sales between the DPDS, SMCA, and the Military Services, to maximize consolidation of salable material, thereby expediting disposal action at minimum expense.

3. Procedures for Utilization and Sales of Disposable Assets. Procedures must be established to ensure all disposable conventional ammunition is screened against known and potential commercial and FMS before performing in-house demilitarization and disposal. Liaison with international logistics organizations must be established and maintained for the purpose of obtaining data on current requirements for commercial and FMS.

a. All disposable surplus ammunition must be reviewed for possible sale, with particular emphasis on the following categories:

(1) Material for which no in-house demilitarization and disposal capability exists.

(2) Material that can be demilitarized in-house only by open burning or detonation.

(3) Material that cannot be demilitarized and disposed of in-house economically. This includes, for example, situations in which demilitarization costs, including transportation and handling, exceed projected proceeds from the sale of residual material and scrap generated from demilitarization and disposal processes.

b. When specific items are identified as required for FMS, demilitarization and disposal program managers develop "packages" or "lots" of material to be offered on an "all or none" basis to interested governments. These packages or lots should include desirable and required items, together with other material from the three categories described in paragraph J.3.a., above. When necessary to develop a full "shipload package," try to include material at several locations in order to minimize the purchasers' ocean transportation costs.

c. Program managers conduct economic analyses for the alternative disposal methods (such as sales versus in-house demilitarization and disposal) to compare projected costs before sending sales offerings. At a minimum, these analyses should include the following cost factors:

(1) Removal from storage.

(2) Unpackaging for demilitarization or packaging for sale.

(3) On-station handling and transportation.

(4) Off-station transportation.

(5) Port receipt and handling costs.

(6) Shipboard loading costs.

(7) Demilitarization costs.

(8) Processing inert residue to the Defense Property Disposal Officer.

(9) Packaging reclaimed explosives and propellants for sale.

(10) Outloading reclaimed explosives and propellants on purchasers' carriers.

(11) The costs for continued storage, surveillance, security, and record keeping until in-house demilitarization and disposal can be accomplished.

d. Analysis may show that while sale is less expensive than in-house demilitarization and disposal, the proceeds from sale of the material cannot be anticipated to cover all sales costs. In such cases, sales often will be less costly to the Government than in-house demilitarization and disposal, and should be pursued as an overall cost avoidance rather than a profit making effort.

e. FMS packages sent for action should contain recommended sale prices designed to recoup all sales expenses. The packages should contain at least the item's NSN, brief nomenclature, quantity, serviceability, and weight. The final sales price then can be negotiated downward, while still retaining sale as the least expensive alternative to the U.S. Government for disposal of the material. Refer to DoD 7290.3-M, chapter 7, for specific guidance on the final FMS sales price for excess ammunition items.

K. DOCUMENTATION OF DEMILITARIZATION AND DISPOSAL PROCESSES, PROCEDURES, TOOLS, AND EQUIPMENT

This section identifies sources of documents required for the demilitarization and disposal of conventional ammunition.

1. Organizations This Section Applies To

a. Development commands, centers, and activities of the Military Services, including their contractors, engaged in design or redesign of conventional ammunition items and components.

b. Logistics activities of the SMCA and the Military Services engaged in design or redesign of equipment for demilitarization and disposal processes, including the development of related tools, equipment, and procedures.

c. Logistics activities engaged in planning and executing demilitarization and disposal plans, programs, and operations.

2. Demilitarization and Disposal Source Documents. Demilitarization and disposal documents prepared according to DoD 4160.21-M and DoD 4160.21-M-1, are available in a variety of forms.

a. In the Army, demilitarization and disposal documentation is prepared as DMWRs by the AMCCOM Defense Ammunition Directorate or in technical manual DMWRs by the U.S. Army Missile Command Maintenance Engineering Directorate.

b. In the Navy, development of demilitarization and disposal documentation (DMWRs) is the responsibility of the Naval Sea Systems Command, SEA 642, Washington, DC 20632.

c. In the Air Force, demilitarization and disposal documentation is prepared as TOs by the Ogden Air Logistics Center, MMWR, Hill AFB, Utah 84056.

3. Demilitarization Technology Centers. Demilitarization equipment, tools, and process technology centers are:

a. For U.S. Navy activities, except when SMCA processes or equipment are used, NAVSEASYSCOM, SEA-642, Washington, DC 20362.

b. For SMCA activities:

(1) U.S. Army Defense Ammunition Center and School, Savanna, IL 61074.

(2) Ammunition Equipment Directorate, Tooele Army Depot, UT 84074.

4. Demilitarization and Disposal Equipment Literature

a. APE data are available in TM 43-0001-47. Copies of this Manual are available through normal supply channels.

b. Military Services' agencies designing or redesigning conventional ammunition shall, as a matter of policy, determine the availability of existing equipment, tools, processes, and procedures.

c. Military Services' agencies designing or redesigning conventional ammunition make their primary inquiries to the appropriate Military Service activities shown in subsection K.2., above, and the development commands or centers shown in subsection K.3., above. Based on these primary contacts, additional contacts may be made with Military Service activities performing demilitarization and disposal operations.

CHAPTER 14

FOREIGN MILITARY SALES

A. GENERAL FMS POLICIES

This chapter outlines policies and procedures for conducting FMS of conventional ammunition. The chapter addresses those aspects of joint conventional ammunition programs that are unique to FMS and that are not addressed in Chapters 1 through 13. It applies to the SMCA and the Military Services in their management and execution of FMS of conventional ammunition as defined in DoD Directive 5160.65.

1. FMS Concepts

a. The Legal Basis of FMS. The FMS program is authorized under public law. It is one of several related programs that make up the Security Assistance Program of the United States. The FMS program enables eligible foreign governments and international organizations to purchase defense articles and services from the U.S. Government. A sales agreement, DD Form 1513, "DoD Offer and Acceptance," contains the terms and conditions of the sale. The terms of the sale and delivery of the items or services are worked out as part of the agreement. The foreign government or international organization (referred to in this text as the "customer") must pay all costs associated with the sale. The Services fill orders from stock or by procurement action. When the source is procurement, the U.S. Government agency having jurisdiction for the item buys the product from industry or from Government plants. For conventional ammunition, the SMCA is the agent responsible for the procurement of assigned items.

b. Foreign Policy Aspects of FMS. The FMS program is an important element of U.S. foreign policy and supports national security objectives as follows:

(1) It assists in providing collective security and maintaining regional balances for the countries or organizations involved.

(2) It leads to standardization and interoperability of equipment between the United States and friendly foreign nations.

(3) It serves as a vehicle to provide assistance to allies or potential allies and may prevent the necessity for foreign countries to turn for assistance to nations whose interests may be counter to those of the United States.

(4) It enhances United States' access to, and influence with, foreign governments and international organizations.

(5) It allows the United States to maintain a larger production base, share research and development costs, and reduce the unit costs to the Military Services.

c. Complexity of FMS. The process by which sales of conventional ammunition are made to foreign governments under the FMS program is complex, involving the Military Services, multiple U.S. Government agencies, private industry, and the diplomatic community for each foreign government requesting such sales. To make the process easier to understand, this chapter describes FMS activities in terms of 17 stages that represent the FMS-case life cycle. This life-cycle process is a method used to demonstrate the key elements of an FMS case and identify key points of action and interfaces between the SMCA and the Military Services. Section C., below, consists of an orientation to the FMS case life cycle, outlined in terms of the policies and procedures that apply to each stage. Section D., below, explains how to use the DoD forms associated with the FMS sales of conventional ammunition assigned to the SMCA.

d. Special Considerations for FMS. Each U.S. Government organization dealing with FMS must be sensitive to a number of factors that identify FMS as a unique program requiring special attention. The following are among these factors:

(1) The FMS program operates under a "full funding" concept. The U.S. Government and the customer enter into a formal sales agreement. The customer agrees to pay the Government for articles and services received. The terms and conditions of the agreement are such that the customer can expect to receive the articles and services for the estimated price and at a specified time. Failure of the U.S. Government to meet its obligations may adversely affect the relationship between the nations.

(2) The U.S. Government is often the only source of supply for much of the conventional ammunition used by foreign governments and international organizations. A failure to deliver may seriously affect the military preparedness of a customer.

(3) FMS cases for conventional ammunition, while often small in quantity or dollar value in comparison to U.S. Government orders, may represent a significant portion of a customer's military budget.

(4) Customers plan the purchases of military equipment and ammunition according to a budgetary cycle that may not coincide with that of the U.S. Government. Disruptions to the terms and conditions of an FMS case may, therefore, have a serious effect on a customer's allocation of funds.

(5) There is currently no standard system among the Military Services for long-range planning and aggregation of FMS and U.S. Government requirements for conventional ammunition. This places the sole burden of responsibility on the Military Service to do as much advance planning and coordination as possible and to integrate FMS considerations into the SMCA acquisition process. Note that the AECA provides no authority, except through the use of the Special Defense Acquisition Fund, to procure in anticipation of a sale to a foreign country. Therefore, a signed LOA, with the necessary funding provided, must exist before a contract can be executed. For specific instructions on budget execution, refer to DoD 7290.3-M, Chapter 2.

(6) The articles and services being purchased for FMS cases are not always uniquely identifiable when they are integrated into the acquisition process. It is important for those activities with FMS responsibilities to monitor the cases closely and be alert for status changes that would significantly alter the terms of the sales agreement Contractual documents shall identify quantities for foreign customers by country and case number.

2. General FMS Policies

a. FMS Management Goals. To accomplish efficient management of FMS ammunition requirements, the following are identified as key goals for SMCA and Military Services participation:

(1) Collation of reliable P&A data that can be used with confidence in preparing an LOA.

(2) Early identification and prompt resolution of any condition adversely affecting delivery and cost.

(3) Accurate reporting and prompt communication among all participants to ensure efficient management of customer requirements.

(4) Increased customer confidence in the U.S. Government FMS program.

b. Supporting Policies. Specific policies that support the accomplishment of these key program goals are as follows:

(1) Each accepted FMS case is an agreement between the U.S. Government and the customer. The terms and conditions of the agreement are shown in DD Form 1513.

(2) Each U.S. Government activity with acquisition or management responsibilities for an FMS case shall ensure the FMS case receives the same attention accorded to acquisition actions for the Military Services, giving due regard to the unique aspects of FMS.

(3) The FMS process shall be subject to standards of performance as set forth in DoD 5105.38-M and DoD 7290.3-M, as supplemented in this document.

(4) The Military Services are obligated to keep the customer fully informed on the status of each FMS case item. Of particular importance is the communication of delivery delays of over 90 days and price changes of 10 percent or more. Prompt, accurate, and consistent information exchange is vital to the Government/customer relationship. The SMCA shall provide information needed by the Military Services to support their responsibilities to the customer.

(5) Uniform procedures shall be used by the Military Services and the SMCA to foster inter-service communication and promote equal support for all the Military Services. This policy also provides a life cycle based audit trail of transactions, eases the access to information as communication becomes more automated, and improves communications on the FMS process among all concerned activities.

(6) The SMCA and the Military Services shall develop status reporting formats to measure the effectiveness of the SMCA in providing ammunition items to the customer. These standard formats shall be as simple as possible, so that a Military Service can request and receive only the information it requires for management of an FMS case from the SMCA.

(7) Each Military Service shall establish and identify an SPOC, in accordance with Chapter 6 requirements, to interact with the SMCA on FMS-case items. This will minimize multiple interactions and consequent reporting burdens, delegate problem solving to the lowest possible level, ensure the Military Services are performing their roles adequately, and permit the SMCA to concentrate on proactive management of FMS-case item acquisition.

3. FMS Responsibilities. The responsibilities of the Military Services and the SMCA are consistent with those described in Chapters 1 through 14 of this Manual. For purposes of FMS, these responsibilities are summarized below.

a. The SMCA. The SMCA performs the following tasks for the P&A process:

(1) Receives P&A requests involving new procurement or estimated replacement costs from the Military Services.

(2) Provides P&A for each request received. The P&A shall include the following:

(a) A cost breakdown of each element used to develop the price, including a narrative explaining each deviation.

(b) Specific or unusual conditions upon which the P&A is based. When unusual conditions apply, the SMCA shall also provide any available alternatives to satisfy the customer request.

(3) Responds to the P&A request within 30 days, with the time measured from the date received by the SMCA to the date received by the office or activity that initiated the request.

(4) Notifies the requesting Military Service promptly if the 30-day requirement for providing P&A data cannot be met. In each instance, the SMCA shall explain the delay and establish a new response date.

(5) Maintains a record of FMS case items with "open" P&A data.

(6) When necessary, provides backup data to the Military Service to clarify P&A data.

(7) Uses a published pricing methodology and common terminology.

b. The Military Services. The individual Military Services shall perform the following tasks with respect to the P&A process:

(1) Perform a technical screen on the FMS case item(s) requested to ensure the item(s) is appropriate to the needs of the customer.

(2) Determine availability of Military Service-owned stock. If the item is to be issued from Military Service-owned stock without replacement, the Military Service shall provide the P&A. If the item is to be sold from stock with replacement, or through a procurement action, the P&A request must be referred to the SMCA for action.

(3) Provide a P&A request that fully describes all requirements and circumstances that will affect the ultimate price to the SMCA. (Examples include: nonstandard order quantities, or desire and acknowledgement that nonstandard pack quantities are being requested; nonstandard packaging or any special PSH&T needs that must be taken into account; and the intentions of the Military Services to provide Military Service-owned stock components to be used in the fabrication and assembly of an FMS case item.)

(4) Upon sending the P&A request to the SMCA, obtain, when necessary, engineering cost data to be included in the P&A data. This action is appropriate for those P&A requests in which the requiring Military Service is also the developing Military Service for the item, or if the developing Military Service is not the Army.

(5) Ensure that a current TDP is provided concurrently with the funded MIPR or can be made available within 120 days after sending a funded MIPR to the SMCA.

(6) Prepare the LOA, incorporating the data provided by the SMCA.

c. Status Reporting by the SMCA. The SMCA shall be responsible for the following, with respect to the status reporting of MIPRs:

(1) Maintain ADP data sortable by FMS-case identifier.

(2) Report status to each Military Service on a monthly basis in accordance with Chapter 6.

(3) Identify status changes that require concurrence or other actions by the Military Service. These items shall be identified separately in the status report. When appropriate, and in accordance with regulations, the SMCA may include recommendations for further actions.

(4) Report the status of all open cases to each Military Service during its MIPR review.

(5) Provide management summary information at each MIPR review as requested by the individual Military Service.

(6) Establish an automated data base for MIPR tracking and management. Provide the Military Services access to this data base to ensure the current data are available and to reduce the reporting requirements imposed on the SMCA.

d. Status Reporting by the Military Services. The Military Services shall perform the following tasks with respect to the status reporting of FMS-case items:

(1) Respond to the SMCA notification of status changes requiring Military Service action within the established time limit.

(2) Prepare case status information in a form suitable for communication to the customer.

(3) Provide status information to customer representatives, as required.

B. LIFE-CYCLE MANAGEMENT OF FMS CASES

This section describes the FMS case life cycle for conventional ammunition. It also specifies FMS-unique policies and procedures for the joint acquisition, management, and implementation of FMS cases and case items by the SMCA and the Military Services.

1. Basic Life-Cycle Management Considerations

a. Description of the FMS-Case Life Cycle. The process by which sales of conventional ammunition are made to foreign governments and international organizations under the FMS program is a diplomatic exchange. It involves the Military Services as executive agents and numerous other groups in various capacities, including multiple U.S. Government agencies, private industry, and the diplomatic community for each foreign government requesting a sale. The process should be in terms of 17 stages (figure 14-1.) representing the FMS-case life cycle. This 17-stage life-cycle process is used to demonstrate the key elements of an FMS case and identify key points of action and interface between the SMCA and the Military Services. Certain processes, policies, and procedures that relate to the 17 stages of the life cycle are highlighted below.

(1) Section C., below, provides detailed discussion of, and instructions for, each of the 17 life-cycle stages. The process by which a customer makes a request for conventional ammunition to the U.S. Government, and the method of response made to that request by the Military Services, are presented in the "Overview" portion of the text for each stage. These are the primary actions taken by the customer, the Military Services, or SMCA, as well as the communications between any two parties during each stage.

(2) The policies detailed for each stage summarize those actions the SMCA and the Military Services must take to accomplish the program goals of providing reliable P&A data, promptly identifying and resolving delivery and cost problems, and providing effective communication and accurate reporting of FMS case data and customer requirements.

(3) The procedures outlined in the life cycle stages list published DoD or Military Service instructions, manuals, or guidelines that govern the actions of the Military Services or SMCA in carrying out program policies. Standard formats for recording and transmitting information are covered in section D., below.

b. Key Processes in FMS Case Life Cycle Management. There are three key processes underlying the life cycle and to which the stages relate. These are the P&A process; preparation and issuance of the LOA (DD Form 1513); and the acquisition, status reporting, delivery, and billing process. During the P&A process, the SMCA and the Military Services defined the estimated price, acquisition methods, delivery dates, and contingencies for the ammunition items requested by the customer. This P&A data is then incorporated into the LOA. During the acquisition process, the SMCA and the Military Services monitor status carefully and take prompt action to resolve problems before they impact on the cost and delivery requirements of the LOA.

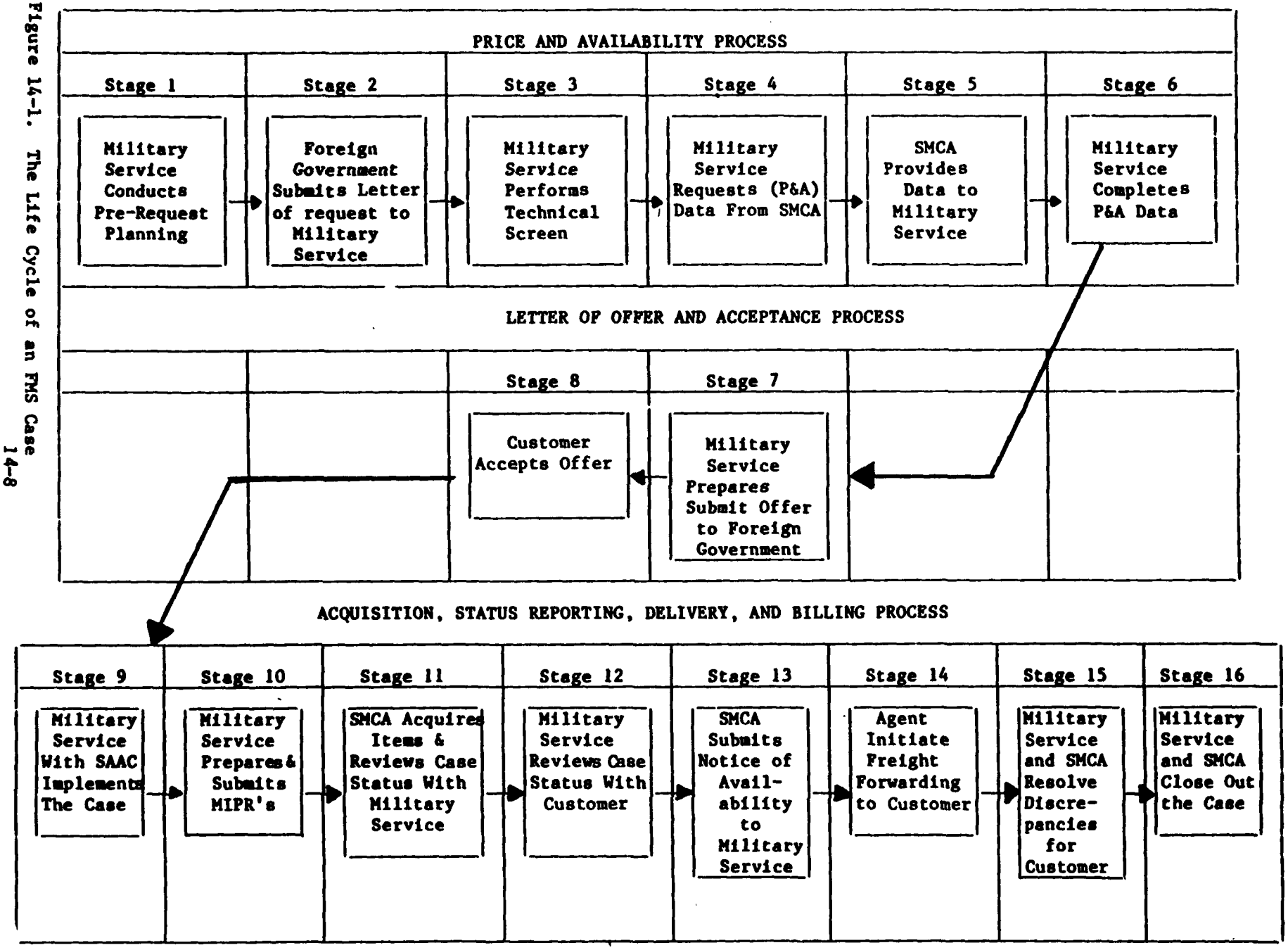


Figure 14-1. The Life Cycle of an FMS Case

2. Terms Applying to FMS Case Life Cycle Management. The terms defined below are either unique to FMS applications, or have a specialized interpretation with regard to FMS. These terms shall be used by the Military Services and the SMCA as the standard of reference in all matters of communications and reporting on FMS between the Military Services and the SMCA.

a. Articles. Items of supply or equipment requested or provided under FMS procedures.

b. Case Identifier. See "FMS Case Identifier."

c. Completed Case. See "FMS Case."

d. Customer. The foreign government or international organization that purchases defense articles or services under the FMS program. Customers eligible to make purchases under the AECA have been designated by the President.

e. Delivery Forecast. Estimated date of delivery of the total quantity of a line item.

f. Delivery Term Code. A code prescribed in the FMS case directive and shown in the requisition that indicates the point within the air or surface transportation cycle where the responsibility for movement passes from the U.S. Government or the Department of Defense to the purchasing country. Associated with this are the financial transportation terms and the general method by which the material will be delivered.

g. FMS Case. A contractual sales agreement between the U.S. and an eligible foreign country or international organization documented by DD Form 1513. One FMS-case identifier is assigned for the purpose of identification, accounting, and data processing for each offer (DD Form 1513).

(1) Accepted FMS Case. An FMS offer and acceptance signed by the designated representative of the eligible recipient.

(2) Canceled Case. An FMS case canceled by the purchaser or the Military Service according to the general conditions of the DD Form 1513.

(3) Closed Case. A case for which deliveries have been completed or all services provided, and for which all financial transactions have been completed. The effective date of a closed case is the date on which the SAAC certifies case closure.

(4) Expired Offer. An offer that was not accepted within the specified time limits or any extension thereof. The effective date of an expired offer is the expiration date stated on the LOA (or extension). The P&A data in an expired offer must be revalidated.

(5) Open FMS Case. An FMS case is open as long as any portion of the transaction is incomplete. The effective date of an open FMS case is the date the U.S. Government receives a formal letter of request that results in the establishment of an FMS-case identifier.

(6) Supply-Completed Case. A case for which deliveries have been completed or all services provided, and for which financial actions have not been completed.

h. FMS-Case Identifier. The case identifier is a term given to the combination of country code, implementing agency, and case designator. The FMS-case identifier shall be used on correspondence between the Military Services and the SMCA, and will be a machine-sortable field in automated systems. The FMS-case identifier has a two-letter country code for the purchasing country or activity, followed by the implementing agency code, then followed by a three-letter case designator. As an example, the FMS-case identifier code AT-D-AAA identifies the following:

(1) The two-letter country code "AT" identifies the purchaser as Australia.

(2) The single-letter code identifies the implementing agency: ("B" = Army, "D" = Air Force, "P" = Navy or Marine Corps).

(3) The case designator consists of a three-letter code (in this case "AAA"). The implementing agency (Military Service) establishes the method of assigning the case designator to each FMS case.

i. Freight Forwarder. The representative designated by the foreign government or international organization to complete or control FMS material shipment from CONUS to the customer's destination. The freight forwarder is the agent of the foreign government or international organization and is usually a licensed international freight forwarder or the customer's broker.

j. LOA. A term commonly used to refer to the U.S. DoD offer and acceptance. The LOA offers articles, services, or military construction for sale, based on estimated costs and specific conditions. The effective date of an LOA is the date it is signed by the foreign government (see "Accepted Case").

k. LOR. A letter, message, or diplomatic note requesting articles, services, or military construction through FMS. The effective date of the LOR is the date it is received by the Military Service's office having management responsibility for LORs.

l. MIPR. As used in FMS, "MIPR" refers to the execution document or documents used between the Military Services and the SMCA to initiate or modify an acquisition action.

m. Military Services. Means the USA, the USN, the USMC, and the USAF. When a policy or procedure does not apply to a particular Military Service, the terminology shall be ". . . the Military Services (less USAF) . . . ."

n. Obligational Authority. An authority requested by a Military Service or DoD Agency from SAAC (on a DD Form 2060, "Foreign Military Sales (FMS) Obligational Authority) that allows obligations to be incurred within a given FMS case in an amount not to exceed the value of the obligational authority granted. The term obligation relates to orders placed, contracts awarded, services received, and similar transactions during a given period that will require payments during the same or a future period. Obligational authority is required for both the direct citation and reimbursable methods of financing.

o. P&R Estimates. Estimates developed on the basis of available information, using standard factors and formulas, in the absence of a pricing study. They are used for "planning" or "review" purposes only and are not considered valid for preparing the LOA (DD Form 1513).

p. P&A Data. The P&A for an FMS are developed by the supplying command from studies that confirm the best estimate of current price, source, and availability data. The P&A are developed from supply studies and supply and delivery planning to establish a tentative source, delivery date or period, and price. The price shall include base cost plus all applicable surcharges. Availability, in months, includes administrative and procurement or production time. The P&A may or may not include support costs.

q. Security Assistance. Includes all DoD activities carried out under the authority of the AECA of 1976, as amended; the Foreign Assistance Act of 1961, as amended; or related appropriation acts and other statutory authorities.

C. DETAILED INSTRUCTIONS FOR FMS-CASE LIFE-CYCLE MANAGEMENT

The following defines the 17 stages of FMS-case life-cycle management and prescribes policy, assigns responsibilities, and outlines procedures for the conduct of each.

1. Stage 1 - Conduct Prerequest Planning

a. Overview. Before a foreign government or international organization approaches the U.S. Government with a formal request for military assistance, preliminary contacts and discussions occur at both the diplomatic and military levels. The Military Services perform prerequest planning to assist in identifying conventional ammunition items appropriate to the weapon systems operated by the customer and to consider at the outset all aspects of supportability throughout the life cycle. Additional purposes of prerequest planning are to ensure FMS

customers' weapon systems have supportable configurations and to assist in maintaining supportable configurations. The Military Services notify customers of production phaseouts and provide an opportunity to obtain life-of-type support for weapon systems being phased out of U.S. inventories. The goal of this stage is a full exchange of information between the U.S. Government (as supplier) and the customer, in order to avoid later problems due to lack of supportability or customer misunderstanding of the data elements to be included in the LOR (Stage 2).

b. Policy. Each Military Service shall perform thorough prerequest planning in order to maximize opportunities for joint procurement, minimize the frequency of below minimum procurement quantity or stand alone buys, and help maintain the U.S. industrial ammunition base. Coordination among the Military Services is a necessary part of this process.

c. Responsibilities. The Military Services' organizations responsible for prerequest planning are:

(1) Army. AMSMC-IL(R).

(2) Navy. CNO OP 63 and NAVSUP 07.

(3) Air Force. HQ USAF/PRI.

(4) Marine Corps. CMC LMA/LMG.

d. Procedures. Each Military Service shall conduct prerequest planning according to DoD and internal Military Service instructions. Examples of the areas to be considered include the following:

(1) Familiarization with the FMS process.

(2) Relationship to the U.S. acquisition cycle, using the information in the CAAP.

(3) Responsibilities of the customer in FMS.

(4) Understanding of supply system factors such as minimum and economic order quantities; variations in unit costs based on quantity and schedule; and the desirability of purchasing in standard quantities, packs, and configurations. In the case of quantity requested, for example, the Military Services shall inform customers that FMS policy requires the Military Services to adjust quantities requested to conform to standard pack units.

(5) Cost and schedule problems that may result from requests for nonstandard packaging, delivery quantities, accelerated schedules, and commodity configurations.

e. Forms Used. No forms are prescribed for this activity.

f. Time Standard. This is a continuing requirement.

2. Stage 2 - Submit LOR

a. Overview. The customer sets the formal FMS process in motion by submitting an LOR. The LOR identifies the type of ammunition requested, the quantity desired, the CRDD, and other pertinent information.

b. Policy. The Military Service shall measure the success of their prerequest planning activities by evaluating the quality and completeness of the LORs.

c. Responsible Organizations

(1) Army

(a) Initiating activity: USASAC.

(b) Receiving activity: AMSMC-IL(R).

(2) Navy

(a) Initiating activity: CNO OP 63.

(b) Receiving activity: SPCC 0325.

(3) Air Force

(a) Initiating activity: HQ USAF/PRI.

(b) Receiving activities: ILC/OO/SR and OO-ALC/MMWMF.

(4) Marine Corps

(a) Initiating activity: CNO OP 63.

(b) Receiving activity: CMC LMA.

d. Procedures. The foreign government submits the LOR to the initiating activity of the Military Service, which in turn starts the formal FMS process according to DoD 5105.38-M and all derivative documents. The initiating activity sends the customer request to the appropriate Military Service receiving activity.

e. Forms Used. No forms are prescribed for this activity.

f. Time Standard. This is a continuing requirement.

3. Stage 3 - Perform Technical Screen

a. Overview. During the technical screen, the Military Service conducts a detailed review of the LOR to ensure the logistics and technical requirements of the LOR are described adequately. The customer may not have the expertise to describe its requirements in enough detail to enable the U.S. Government to identify the true need. Proper conduct of the technical screen ensures mutual understanding between the U.S. Government and the customer before additional steps are taken.

b. Policy. Each Military Service shall perform a technical screen before proceeding to Stage 4.

c. Responsible Organizations

(1) Army. AMSMC-IL(R).

(2) Navy. SEA 62Y3, AIR 540, SPCC 0325.

(3) Air Force. HQ USAF/PRI, OO-ALC/MMWMF.

(4) Marine Corps. CMC LMA/LMG.

d. Procedures

(1) Each Military Service examines the request to ensure complete identification of the requested item, with special emphasis on verifying compatibility between the configurations being requested and the hardware in use by the customer.

(2) The Army conducts screening as part of its Total Package Support Concept, including in-country surveys, as required. Navy and Air Force instructions for screening, including in-country surveys, as required, are described in the P&A text portions of NAVSUPPUB 541 and AFR 400-3, respectively.

(3) If the Military Service plans to issue the required ammunition items from its own stock without placement, that Military Service shall price and issue the items. If the FMS requirement is to be filled either from Military Service stock with replacement, or from new procurement, the Military Service shall request P&A data from the SMCA.

e. Forms Used. No forms are prescribed for this activity.

f. Time Standard. Screening must be complete within 6 calendar days of receipt of the request by the organizations in paragraph C.3.c., above.

4. Stage 4 - Request P&A Data

a. Overview. Each Military Service requests P&A data from the SMCA based on the customer request, as modified by the technical screen (Stage 3).

b. Policies

(1) The full FMS-case identifier shall be used on all documentation and correspondence provided to, or maintained by, the SMCA in Stages 3 through 16. The FMS-case identifier shall be a six-position field and shall be an ADP-sortable field in all systems supporting the SMCA. All documents provided to, or maintained by, the SMCA for FMS-case processing shall include the six-letter FMS case identifier.

(2) Each Military Service shall request P&A information from the SMCA only for those items the SMCA will procure. The P&A request shall fully describe all requirements and circumstances that may affect the ultimate P&A.

(3) The Military Services shall use DD Form 2353 (see section D., below) to request P&A data from the SMCA.

(4) At the same time a P&A request is submitted, the requesting Military Service shall query the aware engineering activity on the availability and cost of the TDP.

c. Responsible Organizations

(1) Army initiating activity: AMSMC-IL.

(2) Navy initiating activity: SPCC 0325.

(3) Air Force initiating activity: OO-ALC/MMWD.

(4) Marine Corps initiating activity: CMC LMA/LMG.

(5) SMCA receiving activity: AMSMC-DS(R).

d. Procedures

(1) Material. The P&A request fully describes all requirements and circumstances that may affect the ultimate price and delivery schedule. The Military Services must identify any options they want the SMCA to consider. The P&A request consists of that portion of DD Form 2353 under the heading "To Be Completed By The Military Service." Detailed instructions for filling out the P&A request are in section D., below. It is essential that the requesting Military Service complete each item in the first section of the P&A request form. The SMCA may reject incomplete P&A requests.

(2) TDP. At the same time the P&A request is submitted, the requesting Military Service queries the aware engineering activity on the availability and cost of the TDP. The engineering activity responds by reporting TDP costs to the requesting Military Service and availability to the SMCA.

(3) Engineering. The requesting Military Service also obtains engineering cost estimates for that item from the developing Military Service.

(4) Items From Another Military Service's Stocks. When items are to be issued from another Military Service's stocks, the requesting Military Service ensures all necessary coordination is complete before requesting P&A data from the SMCA.

(5) Military Service-Provided Material. The requesting Military Service specifically identifies in the P&A request any material it intends to provide as Military Service-provided material on the order. However, since there can be no assurance the Military Service-provided material will actually be available if and when the case is accepted and implemented, the SMCA provides P&A data on the basis of new procurement. When the case is implemented, the Military Service shall take appropriate steps to make the Military Service-provided material available to the SMCA (per Stages 10 and 11).

e. Forms Used. The DD Form 2353 is used for the P&A request. Detailed instructions for filling out the form are in section D., below.

f. Time Standard. Six calendar days are allowed from completion of the technical screen (Stage 3) to receipt of the request by the SMCA.

5. Stage 5 - Provide P&A Data

a. Overview. The SMCA analyzes the request and provides the required P&A data. This stage is important especially because the data provided by the SMCA becomes the basis for the agreement between the U.S. Government and the customer in the DD Form 1513 (Stages 7 and 8). It is essential that the cost estimates and delivery dates be reliable because these estimates become the essence of the LOA.

b. Policies

(1) Each Military Service is responsible solely for P&A data for items issued from its own stock without replacement.

(2) The SMCA shall be responsible for the quality and reliability of the P&A data it provides to the Military Services.

(3) P&A data provided by the SMCA shall include an expiration date for items as requested by the Military Services.

(4) The SMCA shall use DD Form 2353, supported by DD Forms 2354 and 2355 to provide P&A data to the Military Services. Detailed instructions for completing these forms are in section D., below.

(5) The SMCA shall evaluate the reliability of the P&A data. This evaluation is based on standard statistical methods to report the degree to which actual performance reflects the original P&A estimates. The SMCA shall formulate a method to analyze historical data and use the results to improve the reliability of P&A costs.

(6) The SMCA shall keep the Military Services informed as to the status of each P&A request if the time standards in paragraph C.5.f., below, cannot be met.

(7) The SMCA shall develop, publish, and use a pricing methodology that ensures:

(a) All appropriate cost elements are identified for P&A data.

(b) The Military Services and the SMCA use common terminology to communicate pricing information.

c. Responsible Organizations

(1) Each Military Service (AMSMC-IL(R), SPCC 0325, CMC LMA/LMG, and OO-ALC/MMWD) is responsible solely for P&A data for items issued from its own stock without replacement.

(2) The SMCA (AMSMC-DS(R)) shall provide P&A data to the Military Services (AMSMC-IL(R)), SPCC 0325, CMC/LMA/LMG, and OO-ALC/MMWD) for items obtained from Military Service stock with replacement or obtained through new procurement.

d. Procedures. The SMCA:

(1) Reports P&A data in a form that provides a complete cost element breakdown.

(2) Investigates alternative means of filling requirements when the exact requirement cannot be met and reports these alternatives as options.

(3) Identifies any contingencies that may adversely affect the reliability of the P&A data.

(4) Responds to the P&A request within the time standard or explains any delay, and establishes a new response date.

(5) Maintains a record of FMS case items with "open" P&A data.

(6) Notifies the requesting Military Service if altered circumstances modify the originally estimated P&A data.

e. Forms Used. The DD Form 2353, supported by DD Forms 2354 and 2355, is used to provide P&A data. The appropriate pricing breakout is attached as indicated in block 23 of the form.

f. Time Standard. The P&A quote must be forwarded to the requesting Military Service within 30 days of receipt of the request by the SMCA (AMSMC-DS(R)).

6. Stage 6 - Complete P&A Data

a. Overview. Using the cost estimate provided by the SMCA in Stage 5, the Military Service completes the P&A estimate by including any additional cost elements required by public law under the full cost recovery concept. When this stage is complete, the final P&A data will be ready for incorporation into the LOA.

b. Policies. The Military Services shall:

(1) Ensure all required contingency and recoverable costs are included in the data according to the full cost recovery concept of FMS.

(2) Generate an LOA and a DD Form 2061, "Foreign Military Sales (FMS) Planning Directive" as prescribed in DoD 7290.3-M, using the P&A data provided by the SMCA. Each Military Service, as the overall case manager, is accountable for the reliability of any changes incorporated into the LOA and for ultimate delivery of the item(s) in the case.

c. Responsible Organizations

(1) Army

(a) AMSMC-IL(R).

(b) AMSMC-CP(R).

(2) Navy. SPCC 0325.

(3) Air Force

(a) HQ USAF/PRI.

(b) ILC/OO/SR.

(c) OO-ALC/MMWMF.

(4) Marine Corps. CMC LMA/LMG.

d. Procedures. The Military Services shall:

(1) Ensure that pricing methods are consistent with DoD 7290.3-M.

(2) Maintain pricing data in a format consistent with that provided by the SMCA. DD Form 2061 is required to be completed per DoD 7290.3-M.

e. Forms Used. DD Form 2061 is used to display the pricing elements of a completed P&A.

f. Time Standard. The completed P&A must be received by the organization that prepares the LOA within 15 calendar days of receiving P&A data from the SMCA.

7. Stage 7 - Prepare and Submit Offer

a. Overview. The Military Service prepares the DD Form 1513 using P&A data from Stages 5 and 6. Submitting the LOA consists of two steps: securing approval of the LOA by the appropriate U.S. Government Agencies, then submitting the approved LOA to the customer. Upon issuance, the DD Form 1513 becomes an official tender by the U.S. Government.

b. Policies. The LOA shall include DoD 5105.38-M, Chapter 7, subparagraph C.3.b.(17)(b). In addition, the following policies apply:

(1) The offer (LOA) shall be based on the P&A data received from the SMCA in Stage 5 and refined by the Military Service in Stage 6.

(2) In accordance with DoD 5105.38-M, if the expiration date on the LOA is reached before acceptance by the customer and receipt of the initial deposit by the SAAC, the offer is considered an "expired offer." If a Military Service elects to implement a case after the offer expires, it shall request a revalidation of the P&A data from the SMCA.

c. Responsible Organizations. The following Military Service organizations are responsible for securing offer approval by DSAA, the Department of State, and Congress (as required), and for providing approved offers to customers:

(1) Army. USASAC.

(2) Navy and Marine Corps. CNO OP 63.

(3) Air Force. HQ USAF/PRI.

d. Procedures. The Military Services shall:

(1) Coordinate closely with the SMCA to establish LOA expiration dates.

(2) Ensure that the customers understand the implications of missing the expiration dates, especially if the dates were based on production schedules, contract placement, or contract option placement.

e. Forms Used. The DD Form 1513 is used to convey the offer to the customer.

f. Time Standard. The time standard specified in DoD 5105.38-M, Chapter 7, Section 11, paragraph C.7. for LOA processing time applies.

8. Stage 8 - Customer Accepts Offer

a. Overview. The customer accepts the offer by signing the required copies of the LOA. Together with applicable funding and in accordance with the payment schedule, the accepted LOA authorizes the U.S. Government and the Military Service to implement the case (Stage 9).

b. Policy. Each Military Service shall track its FMS case status during this stage and follow up with the customer, as required. This is done to ensure that offers do not expire without response and to avoid the additional administrative burden on the Military Service and, especially, the SMCA as a result of having to revalidate the P&A data.

c. Responsible Organizations

(1) Accept the LOA. The customer who originated the LOR.

(2) Track Case Status

(a) Army. USASAC.

(b) Navy and Marine Corps. CNO OP 63.

(c) Air Force. HQ USAF/PRI.

d. Procedures

(1) The customer accepts the offer by returning signed copies of the LOA to the implementing agency with the necessary cash advance or payment and any required initial deposit to the Security Assistance Accounting Center (SAAC), with any required initial deposit, and to the Military Services.

(2) Each Military Service tracks its FMS case status in this stage and follows up with customers, as required.

(3) The P&A data on expired offers must be revalidated by the SMCA before any further processing can occur.

(4) Offices that interact with FMS customers are encouraged to maintain aggressive liaison programs to ensure LOAs do not lapse before firm responses are received.

e. Forms Used. DD Form 1513, "DoD Offer and Acceptance;" DD 1513-1, "DoD Amendment to Offer and Acceptance;" and DD Form 1513-2, "DoD Notice of Modification of Offer and Acceptance" as appropriate, signed by the customer.

f. Time Standard. The offer must be accepted before the expiration date on the LOA.

9. Stage 9 - Implementing the Case

a. Overview. After the Military Service receives the LOA, it begins to implement the case. At this point, the case is termed an "implemented case." In this stage, the Military Services ensure that all requirements for implementing the accepted case have been met and take action to implement the case with the SMCA.

b. Policies

(1) Case implementation shall be according to the SAMM and Military Service instructions.

(2) For case implementation to begin, two basic preconditions must be met: the customer must submit the signed LOA and must deposit it with the SAAC the funds specified in the LOA.

(3) The SMCA is notified of the customer's acceptance of the LOA by the Military Service's submittal of a funded MIPR (Stage 10). It should be clearly understood that the SMCA responds only to the completed documents of the Military Services and not to the LOA.

(4) A current TDP must be provided to the SMCA either concurrently with the funded MIPR or within 120 days after the funded MIPR.

c. Responsible Organizations

(1) Army. USASAC.

(2) Navy and Marine Corps. CNO OP 63.

(3) Air Force. HQ USAF/PRI to ILC/OO/SR or OO-ALC/MMWMF.

d. Procedures. The requesting Military Service shall:

(1) Examine the signed LOA for any exceptions requested by the customer.

(2) Coordinate with DSAA and the SAAC to ensure that the obligational authority is available to implement the case and to acquire the ammunition items.

(3) Ensure that the current TDP will be available within 120 days from the date of issuance of the funded MIPR.

e. Forms Used. No forms are prescribed for this stage. Communications are through unformatted correspondence.

f. Time Standard. No time standard is applied to this stage.

10. Stage 10 - Prepare and Submit MIPRs

a. Overview. In this stage, the Military Service prepares the MIPR (requisition in the case of the Army) and sends it to the SMCA. The SMCA notifies the Military Service of acceptance. Acceptance of the funded MIPR enables the SMCA to begin acquisition of the ammunition in Stage 11.

b. Policies

(1) The requirement contained in the MIPR shall be consistent with the P&A data and other terms and conditions provided by the SMCA in Stage 5.

(2) Each MIPR will normally contain one stock numbered end item.

c. Responsible Organizations

(1) Preparation and Submittal of MIPRs

(a) Army. USASAC/NCAD (requisition).

(b) Navy. SPCC 852.

(c) Air Force. OO-ALC/PMDM.

(d) Marine Corps. CMC LMB.

(2) Receipt of MIPRs (and Army Requisitions). AMSMC-CP(R) to AMSMC-DS(R)(SMCA).

(3) SMCA Acceptance. AMSMC-DS(R) to originating Military Service organization.

d. Procedures

(1) The MIPRs for FMS cases are processed as described in Chapter 6. Amendments to MIPRs are routed in the same manner as MIPRs.

(2) For the Army, USASAC (New Cumberland) prepares a MILSTRIP requisition and sends it to AMCCOM via the DoD Automated Address System. If the requested item is not a stock item, it is processed as a "major/APA" item. The first AMCCOM processing organization is AMSMC-CP(R).

(3) The Navy, Air Force, and Marine Corps prepare and submit MIPRs to the SMCA to implement FMS cases, and the SMCA notifies the Military Services of MIPR acceptance in accordance with Chapter 6, section D., above. For "URGENT" MIPRs, special attention must be given to Chapter 6, paragraph D.2.e. Justification for rapid delivery of FMS MIPRs shall be provided by the acquiring Military Service.

(4) The Military Services shall ensure that the requirement contained in the MIPR or Army requisition is consistent with the P&A data and other terms and conditions provided by the SMCA in Stage 5.

(5) The requiring Military Service shall specify Military Service-provided material in the MIPR, when appropriate. The Military Service-provided material must be available and in serviceable condition when release or shipment of the SPM is requested by the SMCA in Stage 11.

e. Forms Used. The same forms are used for both new procurements for an FMS customer and for inventory replacements. The major difference is in the fund citation. If procurement is for an FMS customer, "8242" must be cited. If procurement is for replacement, the appropriation with the earned and collected reimbursement is cited.

(1) MILSTRIP requisitions (Army).

(2) MIPR or MIPR amendment, DD Form 448 (Navy, Air Force, and Marine Corps).

(3) MIPR acceptance, DD Form 448-2.

f. Time Standard. Thirty calendar days from receipt of the MIPR by the SMCA until date of acceptance.

11. Stage 11 - Acquire Items and Review MIPR and Case Status

a. Overview. The SMCA manages the acquisition process, while the SMCA and the Military Services coordinate to measure and report progress. If acquisition is not managed effectively, if status is not reported in a manner permitting timely and proper management intervention, or if performance is not measured correctly, the primary FMS goal probably will not be met. That is, the ammunition items shall not be

acquired within the prices and delivery schedules agreed to by the U.S. Government and the customer in the LOA.

b. Policies

(1) Acquisition Policies

(a) The SMCA shall make every effort to complete delivery on schedule and within the original price estimate for the ammunition items. The SMCA or its agent shall accept the item and make it available for movement to the customer.

(b) To the maximum extent possible, the Military Services and SMCA shall direct cite the FMS funds on all documentation for items from procurement.

(c) Items are "accepted" when the SMCA is notified that the items meet the requirements of the acquisition contract and are ready for shipment.

(d) The SMCA shall explore all opportunities to attain the primary goal of ontime and oncost delivery. The performance of the SMCA shall be measured by comparing the P&A data provided to the Military Service in Stage 5 with the final cost and delivery date when the acquisition action is complete.

(2) Status Reporting Policies

(a) The SMCA shall periodically report on its own effectiveness and that of the Military Services regarding the FMS of conventional ammunition.

(b) The reporting procedures described in this stage shall be periodically reviewed and updated through agreement by the SMCA and the Military Services.

c. Responsible Organizations. The following SMCA and Military Service organizations shall acquire items and review their status:

(1) SMCA. AMSMC-DS(R).

(2) Army. AMSMC-IL(R).

(3) Navy. SPCC 852.

(4) Air Force. OO-ALC/PMDM.

(5) Marine Corps. CMC LMB.

d. Procedures

(1) Acquire Items

(a) The acquisition process is conducted according to Chapter 6., above. Highlights of this process are as follows:

1 For the Army, AMSMC-CP(R) verifies the funding for "major/APA" items and issues AMC Form 1300 to the AMCCOM Production Directorate (AMSMC-PD(R)). Using AMCCOM procedures, AMSMC-PD(R) and other AMCCOM directorates provide input to AMSMC-IL(R) (the lead organization for FMS of conventional ammunition). Army and SMCA coordination is accomplished between AMSMC-IL(R) and AMSMC-DS(R).

2 For the Navy, Air Force, and Marine Corps, the SMCA issues production orders (AMC Forms 1095) and financial orders (AMC Forms 1300).

3 The MIPR may state on its face whether the total MIPR estimates can be exceeded by the purchasing officer and, if so, by how much. The additional amount shall not normally be more than 10 percent of the total estimated MIPR amount.

(b) The SMCA shall make every effort to accomplish on-schedule delivery within the original price estimate. The SMCA accepts the item and makes it available to the freight forwarder in time to meet the customer RDD.

(c) The performance of the SMCA is measured by comparing the P&A data provided to the Military Service in Stage 5 to the final cost and schedule when the acquisition action is complete.

(d) Formal MIPR amendments are required whenever shipping document number(s) or destination changes are made.

(2) MIPR Review and Case Status

(a) MIPR Reviews. These are conducted according to Chapter 6, section D., above. The SMCA and the Navy, Air Force, and Marine Corps conduct MIPR reviews on a periodic basis. The Army uses its own management information system.

1 The Army uses ILSDP to coordinate with the SMCA. The ILSDP reviews between the SMCA and AMSMC-IL(R) are conducted quarterly. Changes to ILSDP data are made using AMC Form 1577-B-R. Such changes are based on internal Army communication and correspondence.

2 For the Navy, Air Force, and Marine Corps, the SMCA provides monthly status of other DoD Customer MIPR/Purchase Order Report (AMSMC Form 38). The SMCA and the Military Services issue formal minutes of MIPR reviews. The SMCA documents MIPR reviews on AMSMC Form

1113. Military Service comments are shown in sheets attached to the AMSMC Form 1113 package issued after the reviews. The SMCA uses AMSMC Form 198 internally to prepare for MIPR reviews.

(b) Performance Reporting on SMCA Effectiveness. The SMCA provides the following periodic reports as measures of its own effectiveness:

1 Monthly reports to the Military Services on the status of each MIPR item.

2 As part of the MIPR review, the number of MIPRs and information on P&A turnaround time, translation of MIPRs into contracts, contract deliveries (cost and schedule) measured against CRDDs and the basic MIPRs, and other information requested by the Military Services.

(c) Performance Reporting on Military Service Effectiveness. The SMCA provides the following reports as measures of Military Service effectiveness since the last MIPR review:

1 Number of Military Services' requests for expedited (less than the normal 30-day turnaround) P&A data.

2 Number of expired offers.

3 Number of cases requiring revalidation.

4 Number of "produced, not shipped" cases exceeding 30 days.

5 Number of incomplete P&A requests received from the Military Services.

6 Number of status changes not responded to in 30 days.

(d) Administrative Requirements for Performance Reporting. The SMCA shall:

1 Together with the Military Services, periodically review these reporting procedures and update them as mutually agreed upon.

2 Maintain all FMS file data by ADP-sortable FMS case identifier.

3 Establish, maintain, and provide the Military Services access to an automated data base for MIPR tracking and management.

e. Forms Used

(1) To Acquire Items

(a) AMC Form 1300.

(b) AMC Form 1095.

(c) SMCA messages to the Military Services.

(2) To Review MIPR and Case Status

(a) ILSDP.

(b) AMC Form 1577-B-R.

(c) AMSMC Form 38.

(d) AMSMC Form 1113.

(e) AMSMC Form 198.

(f) Various reports to measure effectiveness.

f. Time Standard. All activities in Stage 11 are to be completed by the date quoted in the P&A data generated in Stage 5.

12. Stage 12 - Performance Reporting

a. Overview. Military Services report FMS deliveries of materiel and services, contractor progress payments, and other related costs to the SAAC for the purpose of obtaining reimbursement or reporting performance as prescribed in DoD 7290.3-M, Chapter 8.

b. Policies. Military Services shall report accrued expenditures (work in process) and physical deliveries to the SAAC through the use of billing and reporting procedures prescribed in DoD 7290.3-M, Chapter 8, and within 30 days of occurrence (date of shipment or performance).

c. Responsible Organizations

(1) SMCA. AMSMC-DS(R).

(2) Army. USASAC (NCAD).

(3) Navy and Marine Corps. NAVILCO.

(4) Air Force. AFLC/ILC.

d. Procedures

(1) The SMCA submits an estimated actual (interim) bill to the Military Service and a final bill, when available. The bills provided by the SMCA must be supported by documents that describe each cost element and are in a format consistent with the original P&A. All billing is submitted according to Military Service MIPR instructions.

(2) The Military Service identifies any cost elements that are in addition to those provided by the SMCA, and includes them in the final billings submitted to the SAAC.

e. Forms Used. DD-COMP(M)1517.

f. Time Standard. Within 30 days of shipment or performance.

13. Stage 13 - Review Case Status With Customer

a. Overview. The Military Services are obligated to keep the customer fully informed of the status of each case item request for conventional ammunition. The source of data is the status information reported by the SMCA in Stage 11. Proper performance of this stage permits the customers to monitor their own planning and preparedness requirements. In many cases, the U.S. Government also benefits because the items are used in training and combined operations in which the United States has a national objective of enhancing the collective security of friends and allies.

b. Policies. Communication between the Military Service and the customer shall be according to the SAMM and Military Service instructions. This includes the requirement to inform the customer of any delivery delays of more than 90 days or price changes of more than 10 percent.

c. Responsible Organizations

(1) Army. USASAC.

(2) Navy and Marine Corps. CNO OP 63.

(3) Air Force. ILC/OO/SR and HQ USAF/PRI.

d. Procedures. Requirements are as specified in the SAMM and Military Service instructions.

e. Forms Used. None.

f. Time Standard. None.

14. Stage 14 - Submit Notice of Availability

a. Overview. The SMCA or its agent is responsible for accepting items from the manufacturer. The shipping activity shall notify the freight forwarder when items are available and ready for shipment; however, if shipment to the customer is to be made through the DTS, freight forwarder notification is not required. The Military Services also require notification so that their agencies can ensure prompt transfer of title and movement. Ownership of the ammunition shifts to the customer at the point of origin, and the item is then considered to be a delivered item on the individual FMS case.

(1) The SMCA shall provide clear and explicit language in the monthly status reports that items have been "produced, not shipped" when such status applies.

(2) The Military Services shall closely monitor the actions being taken by the freight forwarders and provide prompt and vigorous assistance to the customers. The objective of this assistance is to ensure material does not remain in a "produced, not shipped" status.

b. Policies

(1) Availability for shipment includes ensuring that the SAMM requirements for transportation security for sensitive conventional ammunition and explosives have been met. The following extracts from DoD 5105.38-M define these requirements:

(a) Use of DoD Controlled Ports. FMS material that requires exceptional movement procedures, such as sensitive, and as required, certain hazardous material (as defined in DoD 4500.32-R, Volume I, Chapter 2, paragraph 12-15, Military Traffic Management Regulation, Chapter 226, and Title 49, CFR Part 170-179 and 397, and DoD 5100.76-M), will be shipped through CONUS water or aerial port facilities controlled by Department of Defense. All material entering the DTS must be documented under DoD 4500.32-R, Volumes I and Volumes II. This will require that the terms of delivery of the LOA cite as a minimum, delivery FOB Vessel/Aircraft, CONUS Port of Exit Delivery Term Code 8.

(b) Receiving, Handling, and Processing Materiel. These functions are the responsibility of the purchaser and are normally accomplished by the freight forwarder. The purchaser should ensure that the freight forwarder has adequate receiving and storage facilities for processing shipments of various configurations for onward movement, with materiel handling equipment required for loading/unloading of commercial carrier conveyances. Specific authorizations must be received from the Department of Defense to receive and store classified, hazardous, or sensitive materiel.

(c) Sensitive, Hazardous, or Classified Materiel. Arrange with all shippers to have a customer representative on hand to sign, at the site of or aboard ship or plane, for sensitive, applicable hazardous cargo, or classified cargo that is marked for Delivery Term Codes 3 and 8.

(2) The SMCA shall provide clear and explicit language in the monthly status reports that items have been "produced, not shipped" when such status applies.

(3) The Military Services shall closely monitor the actions being taken by the freight forwarders and provide prompt and vigorous assistance to the customers. The objective of this assistance is to ensure material does not remain in a "produced, not shipped" status.

c. Responsible Organizations

(1) SMCA. AMSMC-DS(R).

(2) Army. AMSMC-IL(R).

(3) Navy. SPCC 852.

(4) Air Force. OO-ALC/MMWMF.

(5) Marine Corps. CMC LMB.

(6) Production Sites. Local DoD organizations, such as DCASR and plant representatives.

d. Procedures

(1) Notices of availability (DD Form 1348-5) are provided by local DoD activities to the freight forwarders. Copies of MILSTRIP requisitions also provide notification that items have been released. Through review of production status the SMCA is made aware when items are available for shipment.

(2) The SMCA notifies the single point of contact for each Military Service when material becomes available.

(3) The SMCA follows up by providing clear and explicit language in the monthly AMSMC Forms 38, "Status of Other DoD Customer MIPR/Purchase Orders," that items have been "produced, not shipped" when such status applies.

(4) The Military Services closely monitor the freight forwarder's actions and provide prompt and vigorous assistance to the customer to ensure that material does not lapse into a "produced, not shipped" status.

(5) The Military Services ensure that storage charges are assessed for each item that remains in a "produced, not shipped" status for over 15 days, in accordance with the SAMM.

e. Forms Used

(1) DD Form 1348-5.

(2) AMSMC Form 38.

f. Time Standards. Storage charges are assessed when items are in a "produced, not shipped" status for more than 15 days.

15. Stage 15 - Initiate Freight Forwarding

a. Overview. As the agent of the customer, the freight forwarder arranges delivery to the customer. The freight forwarder is responsible to the customer for movement of the items to their destination, unless the DTS is used for in-country delivery. In the latter case, the freight forwarder is not involved or responsible.

b. Policy. Freight forwarding is a customer responsibility. The Military Services shall monitor, follow up, and coordinate, as necessary.

c. Responsible Organizations. They are local DoD activities and freight forwarders.

d. Procedure. On receiving the notice of availability, the freight forwarder arranges for transportation of the items to the customer.

e. Forms Used. DD Form 1348-5.

f. Time Standard. The time standard shall be 15 calendar days from issuance of the DD Form 1348-5 (Stage 13) to receipt or pickup by the freight forwarder.

16. Stage 16 - Resolve Discrepancies

a. Overview. Upon delivery of ammunition items to the customer, the possibility exists that final case closeout shall be delayed pending resolution of problems in quantity, quality, condition, or price of one or more items. The customer reports discrepancies to the Military Service, usually by means of the ROD.

b. Policies

(1) Each Military Service shall take prompt action to resolve the ROD.

(2) The SMCA shall provide necessary information to resolve the discrepancy to the Military Services.

c. Responsible Organizations

(1) SMCA. AMSMC-DS(R).

(2) Army. USASAC(NCAD).

(3) Navy and Marine Corps. NAVILCO.

(4) Air Force. ILC.

d. Procedures

(1) After receiving a ROD from a customer, the Military Service takes prompt action to resolve it.

(2) If a reported problem is a result of the acquisition process under the SMCA's cognizance (Stage 11), the Military Service requests SMCA resolution.

(3) The SMCA provides a resolution plan to the Military Service within 50 days so that the Military Service can fulfill its time limit responsibilities.

(4) The Military Services and the SMCA shall reconcile discrepancies according to DoD and Military Service instructions.

e. Forms Used. SF 364.

f. Time Standards

(1) SMCA. Provide a resolution plan to the requesting Military Service within 50 days of the request.

(2) Military Services. Resolve discrepancies within 270 days of notification.

17. Stage 17 - Close Out the Case

a. Overview. The purpose of this stage is to ensure that all necessary actions are completed before case closure. Case closure means all items are delivered and all financial transactions are completed. The SMCA and the Military Service perform the necessary reconciliations, and, the Military Service submits the case to SAAC for closure.

b. Policies

(1) The SMCA shall ensure the ammunition items are shipped and the required bills are submitted to the Military Service.

(2) The Military Service shall reconcile delivery and billings according to DoD 5105.38-M and DoD 7290.3-M.

(3) There shall be no outstanding RODs (Stage 16) at case closure.

c. Responsible Organizations

(1) SMCA. AMSMC-DS(R).

(2) Army. USASAC(NCAD).

(3) Navy. CNO OP 63 and SPCC 0325.

(4) Air Force. ILC/OO/SR and HQ USAF/PRI.

(5) Marine Corps. CMC LMB.

d. Procedures

(1) The Military Services close out cases in accordance with DoD 5105.38-M, DoD 7290.3-M, and Military Service instructions.

(2) The Military Service reconciles delivery and billings, resolves any open discrepancies (Stage 16), and closes the case using DoD and Military Service instructions.

e. Forms Used. DD-COMP(M)1517 and FMS Case Closure Certificate.

f. Time Standards. No time standards are applied to this stage.

D. USING SPECIAL DoD FORMS FOR FMS OF CONVENTIONAL AMMUNITION

Three DoD forms are prescribed for use in the FMS process for conventional ammunition assigned to the SMCA. P&A are requested from, and provided by, the SMCA on DD Form 2353, "Foreign Military Sales Price and Availability - Conventional Ammunition" (figure 14-2.). Maintenance costs in connection with FMS of SMCA ammunition are displayed on DD Form 2354, "Foreign Military Sales Renovation - Conventional Ammunition" (figure 14-3.). The details of FMS funded costs and authorized surcharges are shown on DD Form 2355, "Foreign Military Sales Funded Costs and Authorized Surcharges - Conventional Ammunition" (figure 14-4.). This section tells how to fill out each of these forms.

FOREIGN MILITARY SALES PRICE AND AVAILABILITY - CONVENTIONAL AMMUNITION	REPORT CONTROL SYMBOL MIL (AR) 1690

PART I - TO BE COMPLETED BY THE SERVICE

1. TO (*Complete mailing address, including office symbol and ZIP code*)	2. FROM (*Complete mailing address, including office symbol and ZIP code*)

3. LEVEL OF PRICING (*X one*)	5. CASE	7. NSN	10. DATE FUNDS AVAILABLE (*Month and Year*)
☐ a. P&A			
☐ b. P&R		8. DODIC	11. REQUIRED DELIVERY DATE
☐ c. REVALIDATION (*List previous P & A Control No.*)	6. SOURCE OF SUPPLY (*X one*)		
	☐ a. RS	9. NOMENCLATURE	12. TDP SOURCE
	☐ b. RM (*See Remarks*)		
4. QUANTITY	☐ c. PROCUREMENT		13. TDP AVAILABILITY VALIDATION
	☐ d. RENOVATION		☐ YES (*X, if applicable*)

14. REMARKS

15. ORIGINATOR			
a. SIGNATURE	b. OFFICE SYMBOL	c. AUTOVON NO	d. DATE SIGNED

PART II - TO BE COMPLETED BY THE SMCA INVENTORY CONTROL

16. TO (*Complete mailing address, including office symbol and ZIP code*)	17. FROM (*Complete mailing address, including office symbol and ZIP code*)

18. CONTROL NUMBER	19. SOURCE OF SUPPLY (*X one*)											
	☐	a. MR	☐	b. RS	☐	c. RM	☐	d. RP	☐	e. CP	☐	f. RENOVATION

20. ITEM SUPPLIED TO CUSTOMER			
a. QUANTITY	b. NSN	c. DODIC	d. NOMENCLATURE

21. ITEM SUPPLIED TO SERVICE (*RM Sale Only*)			
a. UNIT OF ISSUE	b. NSN	c. DODIC	d. NOMENCLATURE

22. SMCA INVENTORY MANAGER			
a. SIGNATURE	b. OFFICE SYMBOL	c. AUTOVON NO	d. DATE SIGNED

23. PRICING BREAKDOWN ATTACHED FOR (*X one*)						24. UNIT PRICE		25. ESTIMATED DATE AVAILABLE (*Month and Year*)	26. MIPR DEADLINE (*Month and Year*)
☐	a. P&A	☐	b. P&R	☐	c. RENOVATION	a. MIPR	b. DD 1513		

27. REMARKS

28. SMCA PRICE AND AVAILABILITY CONTROL OFFICER			
a. SIGNATURE	b. OFFICE SYMBOL	c. AUTOVON NO	d. DATE SIGNED

DD Form 2353, APR 85

Figure 14-2.

1. The DD Form 2353

a. Part I - To Be Completed By the Military Service

(1) Blocks 1. and 2., Addresses ("To" and "From"). This is self-explanatory.

(2) Block 3., Level of Pricing. Check one of the following:

(a) Block a., P&A. This is for a P&A request that may result in a funded requirement.

(b) Block b., P&R. This is for a P&R request that will not result in a funded requirement, but is for customer budgetary planning purposes only.

(c) Block c., Revalidation. This is for all subsequent followups to a previous request. The previous P&A request control number must be included.

(3) Block 4., Quantity. Enter the quantity to be priced. The quantity must be in standard pack, unless the word "firm" is entered after quantity to show other than standard pack is mandatory.

(4) Block 5., Case. Fill in the 6-digit country code, Military Service, and case designator.

(5) Block 6., Source of Supply. Check one of the following:

(a) Block a., RS. This means issue from stock without replacement in kind.

(b) Block b., RM. This means issue from stock with replacement by an improved version. The remarks block must identify the improved item to be bought back.

(c) Block c., Procurement. This is self-explanatory.

(d) Block d., Renovation. This means only renovation services are required.

(6) Block 7., NSN. This is self-explanatory. Provide, if known.

(7) Block 8., DoDIC. This is self-explanatory; however, note that the DoDIC is mandatory.

(8) Block 9., Nomenclature. Enter the complete nomenclature, including model and designation. Include the part number, if applicable.

(9) Block 10., Date Funds Available. Enter the best estimate of the date funds can be received at the SMCA.

(10) Block 11., Required Delivery Date. This is the date the materiel is expected to be required for delivery. This block should be used only when the customer requires delivery by a specific date.

(11) Block 12., TDP Source. State the Military Service and specific engineering activity with design configuration control for this item; for example, Army - Armament R&D Center, Navy - Crane, Air Force - Ogden ALC.

(12) Block 13., TDP Availabiiity Validation. A "yes" response indicates the Military Service is confirming TDP availability.

(13) Block 14., Remarks. Include any additional information that will assist the procuring office in generating an estimated price.

(14) Block 15., Originator. This is self-explanatory.

b. Part II - To Be Completed by the SMCA Inventory Control

(1) Blocks 16. and 17., Addresses ("To" and "From"). This is self-explanatory.

(2) Block 18., Control Number. Enter the sequential identification number assigned to this P&A.

(3) Block 19., Source of Supply. Put an "X" in the block that indicates the method of supply:

(a) Block a., MR. This is for issue from stock with no replacement (Army only).

(b) Block b., RS. This is for issue from stock with replacement in kind.

(c) Block c., RM. This is for issue from stock with replacement by an improved version. The remarks block must identify the improved item to be bought back.

(d) Block d., RP. This shall be supplied from procurement.

(e) Block e., CP. This shall be supplied from procure ment in a customer-peculiar configuration.

(f) Block f., Renovation. The estimated costs are for renovation of materiel.

(4) Block 20., Item Supplied to Customer

(a) Block a., Quantity. This should be the same number as in block 4., unless changed for unit pack or pallet pack adjustments. If the quantity is changed, state the reason in block 27., "Remarks."

(b) Block b., NSN. Enter the NSN of the item that will be supplied to the customer. If different from block 7., explain in block 27., "Remarks."

(c) Block c., DoDIC. Enter the DoDIC of the item that will be supplied to the customer. If different from block 8., explain in block 27., "Remarks."

(d) Block d., Nomenclature. Enter the nomenclature of the item that will be supplied to the customer. If different from block 9., explain in block 27., "Remarks."

(5) Block 21., Item Supplied to Service (RM Sale Only)

(a) Block a., Unit of Issue. Specify the UI of the item.

(b) Block b., NSN. For RM sales, indicate the NSN of the improved item to be procured for the Military Service.

(c) Block c., DoDIC. For RM sales, indicate the DoDIC of the improved item to be procured for the Military Service.

(d) Block d., Nomenclature. For RM sales, indicate the nomenclature of the improved item to be procured for the Military Service.

(6) Block 22., SMCA Inventory Manager. This is self-explanatory.

(7) Block 23., Pricing Breakdown Attached For. Put an "X" in the appropriate block for the type of backup sheet attached.

(8) Block 24., Unit Price. This is the estimated price.

(a) Block a., MIPR. This entry is equal to the funded costs (DD Form 2354, block 17., or DD Form 2355, block 33.).

(b) Block b., DD 1513. This entry is equal to the total costs and charges (DD Form 2354, blocks 23. or 29., depending on whether the end item is included, or DD Form 2355, block 45.).

(9) Block 25., Estimated Date Available (Month and Year). This is the date the materiel is expected to be available to ship.

(a) If availability is spread over time, show the quantity available for each month and year. If space does not permit, use block 27., "Remarks," to complete the entry.

(b) This date may vary from the date the materiel is available from the contractor, as shown in DD Form 2355, block 10. The difference between dates usually represents SMCA administrative time. For unusual requirements, it also may include additional time for transportation when shipment through a DoD depot is required.

(10) Block 26., MIPR Deadline. Enter the date the SMCA requires funds in order to place this order on contract within the conditions of the P&A. This date will be earlier than the funding deadlines shown in the DD Form 2355, block 9. The difference is to allow the SMCA time to process funds to the contracting officer.

(11) Block 27., Remarks. Generally self-explanatory, but refer to subparagraph D.1.a.(4), above, for mandatory remarks.

(12) Block 28., SMCA Price and Availability Control Officer. This is self-explanatory.

c. Additional Required Information. In preparing the DD Form 1513, the Military Services require additional information not provided on the P&A form. These data include the identification of any items with sensitive technology, patent rights, or royalty fees, as well as associated data required with identification of that item. Examples of associated data include statements explaining the sensitivity of technology, types of patent rights, and the like. Rather than providing these data with each P&A form, each Military Service compiles a list of items involving sensitive technology, patent rights, or royalty fees. The data required for assembling the list should be available from the SMCA on request. Each Military Service is responsible for updating its list. Requirements then can be screened by the Military Service and the appropriate data included with the FMS case.

2. The DD Form 2354. This form (figure 14-3.) stratifies the elements of the total FMS price. The format is designed to provide the data needed for completing the DD Form 2061, "Foreign Military Sales Planning Directive." Column a identifies the pricing element; column b shows the unit price of each element; column c is the total price for each element (unit price multiplied by quantity); and column d provides the pricing element code as identified by DoD 7290.3-M.

FOREIGN MILITARY SALES RENOVATION - CONVENTIONAL AMMUNITION				REPORT CONTROL SYMBOL MIL (AR) 1691
1. CASE	2. QUANTITY	3. CONTROL NUMBER	4. NSN	5. DODIC

PART I - TO BE COMPLETED BY SMCA MAINTENANCE OFFICER

SECTION A - FUNDED COSTS

ELEMENT FY _____ a	UNIT PRICE b	TOTAL PRICE c	BILL CODE d
6. MATERIAL *(Including GFM)*			CC
7. STOCK FUND SURCHARGE *(To be applied against ASF material only)*			CC
8. P.A. SECONDARY SURCHARGE *(To be applied against P. A. secondary material only)*			CC
9. DIRECT LABOR			CC
10. INDIRECT LABOR			CC
11. OVERHEAD			CC
12. PACKAGING, CRATING, HANDLING (PCH)			CC
13. SUBTOTAL			
14. MILITARY PAY AND ALLOWANCE COSTS (MPA)			MP
15. MILITARY PAY AND ALLOWANCE BENEFITS (MPAB)			MX
16. RETIRED MILITARY PAY AND ALLOWANCE COSTS (RMPA)			MR
17. TOTAL FUNDED COSTS			

SECTION B - UNFUNDED COSTS

18. ASSET USE *(GOCO only)*			AU
19. UNFUNDED CIVILIAN RETIREMENT *(AIF)*			CP
20. UNFUNDED DEPRECIATION *(AIF)*			AU
21. INTEREST ON INVESTMENT *(AIF)*			AU
22. TOTAL UNFUNDED COSTS			
23. TOTAL RENOVATION COSTS *(Add blocks 17 and 22).*			

24. SMCA MAINTENANCE OFFICER			
a. SIGNATURE	b. OFFICE SYMBOL	c. AUTOVON NUMBER	d. DATE SIGNED

PART II - END ITEM COSTS - TO BE COMPLETED BY SMCA PROGRAM ANALYST

25. END ITEM *(Stock replaced)*			SR
26. END ITEM *(Stock not replaced)*			SF
27. NONRECURRING RDTE *(As applicable)*			RD
28. NONRECURRING PRODUCTION *(As applicable)*			NP
29. TOTAL HARDWARE COSTS *(Add blocks 25, 26, 27 & 28)*			

30. REMARKS

31. SMCA PROGRAM ANALYST			
a. SIGNATURE	b. OFFICE SYMBOL	c. AUTOVON NUMBER	d. DATE SIGNED

DD Form 2354, APR 85

Figure 14-3.

a. Heading. This section relates the form to the basic P&A form (DD Form 2353) it is attached to.

(1) Block 1., Case. This entry corresponds to the DD Form 2353, block 5.

(2) Block 2., Quantity. This is self-explanatory.

(3) Block 3., Control Number. This entry corresponds to the DD Form 2353, block 18.

(4) Block 4., NSN. This entry corresponds to the DD Form 2353, block 7.

(5) Block 5., DoDIC. This entry corresponds to the DD Form 2353, block 8.

b. Part I To Be Completed by SMCA Maintenance Officer

(1) Section A. Funded Costs. The funded costs are those billed to each Military Service by the SMCA. This price is the amount for which the MIPR should be established. Only actual costs incurred in performance of an FMS order will be used.

(a) Block 6., Material. Enter the values of material used during renovation.

(b) Block 7, Stock Fund Surcharge. Show the values for the authorized surcharges applicable to stock fund material (block 6.). The current Army Stock Fund surcharge for FMS is published annually by OASD(C)(MS).

(c) Block 8., P.A. Secondary Surcharge. Show the values for the authorized surcharges applicable to P.A. secondary materiel in block 6. The current P.A. secondary surcharge is 10 percent (.10 x P.A. secondary value in block 6.)

(d) Block 9., Direct Labor. Show the direct labor costs associated with renovation.

(e) Block 10., Indirect Labor. Show the indirect labor costs associated with renovation.

(f) Block 11., Overhead. Show the overhead costs associated with renovations.

(g) Block 12., Packing, Crating, Handling (PCH). This entry is currently .035 x the standard price of the ammunition item.

(h) Block 13., Subtotal. Enter the sum of blocks 6. through 12.

(i) Block 14., Military Pay and Allowance Costs (MPA). This is an indirect charge to cover appropriate military overhead. This charge applies to all Army Industrial Fund components for modified direct cite (formerly RP), RS, and RM orders; however, it does not apply against MAP orders when the FMS case is wholly funded by MAP.

(j) Block 15., Military Pay and Allowance Benefits (MPAB). This entry shows the cost of benefits associated with appropriate military pay and allowance charges. This charge shall be applied against all AIF components for modified direct cite (formerly RP), RS, and RM orders. It does not apply against MAP orders when the FMS case is wholly funded by MAP.

(k) Block 16., Retired Military Pay and Allowance Costs (RMPA). This charge shall be applied against all AIF components for modified direct cite (formerly RP), RS, and RM orders. It does not apply against MAP orders when the FMS case is wholly funded by MAP.

(l) Block 17., Total Funded Costs. This is the sum of all funded costs in blocks 6. through 16., above. (However, the MIPR value should be established for the amount in block 13.)

(2) Section B. - Unfunded Costs. This section summarizes all the authorized surcharges to be added to the funded value above. Each Military Service shall bill these charges, through the SAAC, to the customers.

(a) Block 18., Asset Use, (GOCO Only). The authorized asset use charges are 4 percent (.04 x block 13.). This element is applied only against GOCO components and labor, and it applies to GOCO plants only.

(b) Block 19., Unfunded Civilian Retirement (AIF). This is an authorized charge to recover the U.S. Government's contribution to the civilian retirement fund. Current rate for FMS is published annually by OASD(C)(MS).

(c) Block 20., Unfunded Depreciation (AIF). This is an authorized charge to recover values not included in the AIF recovery rate, such as building and the like. It is applied only against AIF costs. Estimates shall be provided each AIF activity on a case-by-case basis.

(d) Block 21., Interest on Investment (AIF). This is an authorized charge to recover interest on the net book value of an activity's assets. It is applied only against AIF costs. Estimates shall be provided by each AIF activity on a case-by-case basis.

(e) Block 22., Total Unfunded Costs. Enter the sum of all unfunded costs in blocks 18. through 21.

(f) Block 23., Total Renovation Costs. Enter the sum of blocks 17. and 22.

(g) Block 24., SMCA Maintenance Officer. Self-explanatory.

c. Part II - End Item Costs (To Be Completed by SMCA Program Analyst)

(1) Block 25., End Item (Stock Replaced). Enter the basic price of an item to be sold if it will be replaced in stock. The basic price is the estimated (or actual) cost of the replacement item.

(2) Block 26. End Item (Stock Not Replaced). Enter the most recent procurement cost of an item to be sold if it will not be replaced in stock.

(3) Block 27., Nonrecurring RDTE (As Applicable). When this cost applies, it should be taken from the list published by the OASD(C).

(4) Block 28., Nonrecurring Production (As Applicable). When this cost applies, it should be taken from the list published by the OASD(C).

(5) Block 29., Total Hardware Costs. Enter the sum of either blocks 25. or 26., plus blocks 27. and 28.

(6) Block 30., Remarks. Use as necessary.

(7) Block 31., SMCA Program Analyst. Self-explanatory.

3. The DD Form 2355 (figure 14-4.)

a. Heading. This section relates the DD Form 2355 to the basic P&A form (DD Form 2353) it is attached to.

(1) Block 1., Case. This entry corresponds to DD Form 2353, block 5.

(2) Block 2., Control Number. This entry corresponds to DD Form 2353, block 18.

(3) Block 3., Item Supplied to Customer

(a) Block a., NSN. This corresponds to DD Form 2353, block 20.b.

(b) Block b., DoDIC. This corresponds to DD Form 2353, block 20.c.

FOREIGN MILITARY SALES (FMS) FUNDED COSTS AND AUTHORIZED SURCHARGES - CONVENTIONAL AMMUNITION				REPORT CONTROL SYMBOL MIL (AR) 1692
1 CASE	2. CONTROL NUMBER	3. ITEM SUPPLIED TO CUSTOMER		
		a. NSN	b. DODIC	c. NOMENCLATURE
4 CLASS	5 QUANTITY	6 ITEM SUPPLIED TO SERVICE		
		a. NSN	b. DODIC	c. NOMENCLATURE

PART I - TO BE COMPLETED BY THE SMCA PRODUCTION MANAGER

7 BASIS OF OFFER (X one)								8. MPQ	9. FUNDING DEADLINE
a CONTRACT OPTION		b CONTRACT TIE IN		c. STAND ALONE		d. LESS THAN MPQ			

10 AVAILABLE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
CY												
CY												
CY												

11 REMARKS

12 ORIGINATOR

a SIGNATURE	b. OFFICE SYMBOL	c. AUTOVON NUMBER	d. DATE SIGNED

PART II - TO BE COMPLETED BY THE SMCA PROGRAM ANALYST

A - Planning and Review Data

13 CUSTOMER QUANTITY		14 INCREASE QUANTITY TO MPQ		15 AWAIT MPQ ACCUMULATION	
a PRICE	b AVAILABILITY	a. PRICE	b. AVAILABILITY	a PRICE	b AVAILABILITY

B - Price and Availability Data

ELEMENT FY ___ a	UNIT b	TOTAL c	CD d	ELEMENT FY ___ a	UNIT b	TOTAL c	CD d
16 CC HARDWARE			CC				
17 SR HARDWARE			SR	33. TOTAL FUNDED COST (27 - 32)			
18 SF HARDWARE			SF	34. RENTAL (CAWCF) (COCO)			AU
19 TOTAL HARDWARE				35. ASSET USE (GOCO)			AU
20 START-UP / LAYAWAY			OS	36 NRC RDTE			RD
21 ENGR SUP			OS	37 NRC PDN			NP
22. QA			OS	38. UNF CIV RET (AIF)			CD
23 PROOF & ACPT			FS	39 UNF DEPR (AIF)			AU
24 REWORK			OS	40 INT ON INV (AIF)			AU
25 ADMIN			OS	41. OTHER			
26 OTHER				42. TOTAL UNFUNDED COST			
27 SUBTOTAL (19 - 26)				43. TOTAL FUNDED AND UNFUNDED			
28 FDT			OS				
29 MPA (AIF)			MP	44 DCAA / DCAS / COR QA			CX
30 MPAB (AIF)			MX				
31. RMPA (AIF)			MR	45 TOTAL DD 1513 PRICE (43 and 44)			
32 ADJUSTMENT			OS				

46 REMARKS

47 SMCA PROGRAM ANALYST

a SIGNATURE	b OFFICE SYMBOL	c AUTOVON NUMBER	d DATE SIGNED

DD Form 2355, APR 85

Figure 14-4.

(c) Block c., Nomenclature. This corresponds to DD Form 2353, block 20.d.

(4) Block 4., Class. Enter the source of supply indicated in DD Form 2353, block 6.

(5) Block 5., Quantity. This block corresponds to DD Form 2353, block 4.

(6) Block 6., Item Supplied to Service. The following entries are used for RM sales only:

(a) Block a., NSN. This block corresponds to DD Form 2353, block 21.b.

(b) Block b., DoDIC. This corresponds to DD Form 2353, block 21.c.

(c) Block c., Nomenclature. This corresponds to DD Form 2353, block 21.d.

b. Part I - To Be Completed by the SMCA Production Manager

(1) Block 7., Basis of Offer. In selecting the basis of offer, the date funds are expected to be received by the SMCA (DD Form 2353, block 10.) shall be considered. Note that funds can be received before this date if stated in block 9., "Funding Deadline," below, and if "Time Sensitive" is stated in block 11., "Remarks," below. Funds can be requested up to within 4 months of the current date in block 12.d., below. Put an "X" in one of the following blocks:

(a) Block a., Contract Option. Select this block if an item currently in production has an option clause in the contract and if funds are not required within 4 months of the date in block 12.d., below. (The date restriction does not apply for revalidations.)

(b) Block b., Contract Tie In. If the item is not in production, but can be procured in combination with a planned buy (any DoD purchase planned in the FYDP and projected to occur within 2 years), and funds are not required within 4 months of the date in block 12.d., below, select this block. (The date restriction does not apply for revalidations.)

(c) Block c., Stand Alone. If the requirement is not in production and cannot be combined with a planned buy, but is of sufficient quantity to be placed on contract by itself, put an "X" in this block.

(d) Block d., Less Than MPQ. If none of the previous choices apply, put an "X" in this block. Refer to Part IIA, below, for P&R alternatives. If this block is selected, do not complete blocks 9.

and 10. Instead, provide procurement lead time in block 11., "Remarks." Note that the data provided in Part IIA are not sufficient to prepare a DD Form 1513.

(2) Block 8., MPQ. The minimum procurement quantity is the lowest quantity that can be procured without a program cost of greater than 20 percent above that associated with 1-8-5 operations.

(3) Block 9., Funding Deadline. Enter the month and year in which funds must be received by the SMCA production manager to place this order on contract within the conditions stated on this P&A. If block 7., "Basis of Offer," is less than MPQ, do not fill in this block. If funds are required before the date on DD Form 2353, block 10.a. "Time Sensitive" entry shall be made in block 11., "Remarks." Include the consequences of not receiving funds in time, such as "No buy planned 5 years," "Future buy next fiscal year," and so forth. Except for revalidations, no order shall be made that requires funds within 120 days of the date in block 12.d.

(4) Block 10., Available. Indicate the month and year of the item's availability from the contractor. If production completion spans several months, indicate the quantities to be completed by month. Availability of funds (DD Form 2353, block 10.) must be considered when assigning a material availability date.

(5) Block 11., Remarks. This is self-explanatory.

(6) Block 12., Originator. This is self-explanatory.

c. Part II - To Be Completed by the SMCA Program Analyst

(1) Section A. - Planning and Review Data. Complete this section when DD Form 2353, block 3., indicates P&R data are required, or when block 7., "Basis of Offer," above, shows less than MPQ. The level of pricing provided in this section is not sufficient to prepare a DD Form 1513.

(a) Block 13., Customer Quantity. Enter P&A for P&R requests in blocks a. and b., respectively. If the basis of offer is less than MPQ, provide a P&R based on quantity. Availability is stated as the number of months after receipt of funds.

(b) Block 14., Increase Quantity to MPQ. Complete this entry for P&R requests only if the quantity requested is less than MPQ. If the basis of offer is less than MPQ, provide the P&R assuming the requested quantity is increased to the MPQ. Availability is stated as the number of months after receipt of funds.

(c) Block 15., Await MPQ Accumulation. Complete this entry for P&R requests only if the quantity requested is below MPQ. If the basis of offer is less than MPQ, provide the P&R assuming the

requested quantity will be held until it can be combined with another order to reach the MPQ. Availability is stated as the number of months after receipt of funds.

(2) Section B. - Price and Availability Data. Complete this section when the DD Form 2353, block 3., is checked "P&A" or "Revalidation." However, if block 7., "Basis of Offer," above, is marked "Less Than MPQ," complete Section A, "Planning and Review Data," instead of this section. This section stratifies the elements of the total FMS price. The format is designed to provide the data needed to complete DD Form 2061, "Foreign Military Sales Planning Directive." Column a. identifies the pricing element, column b. shows the unit price for each element, column c. provides the total price of each element (unit price x quantity), and column d. provides the pricing element code (as identified by DoD 7290.3-M). Blocks 16. through 33. refer to funded costs that make up that portion of total costs billed to each Military Service by the SMCA. The funded costs block refers to the amount for which the MIPR should be established and are actual costs used to calculate an order. Blocks 34. through 42. refer to unfunded costs or the authorized surcharges to be added to the funded value above. Each Military Service is responsible for billing these charges to the customer. The following instructions tell how to fill out Section B., "Price and Availability Data."

(a) Block 16., CC Hardware. This is hardware from ongoing production. Enter the values of end item components originating from COCO, GOCO, or GOGO contracts. These prices are based on past contract values inflated according to DoD guidelines to the estimated availability date. If past contracts cannot be used, other DoD-approved cost estimating techniques are substituted for pricing purposes only.

(b) Block 17., SR Hardware. Enter the values of materiel obtained from Military Service stock with replacement.

(c) Block 18., SF Hardware. Enter the values of materiel obtained from Military Service stock without replacement.

(d) Block 19., Total Hardware. Enter the sum of blocks 16. through 18.

(e) Block 20., Start-Up/Layaway. Enter the costs for any unique production line start-up or layaway.

(f) Block 21., Engr Sup. Enter the values of all engineering support costs.

(g) Block 22., QA. Enter all QA costs.

(h) Block 23., Proof & Acpt. Enter all proof and acceptance test costs.

(i) Block 24., Rework. Enter all rework costs.

(j) Block 25., Admin. Enter all administrative costs beyond the normal administrative effort costs recovered through the FMS Administrative budget.

(k) Block 26., Other. Enter all miscellaneous costs. Identify the specific charge in column a., and write in the bill code in column d.

(l) Block 27., Subtotal. Enter the sum of the entries in blocks 19. through 26.

(m) Block 28., FDT. Enter all first destination transportation costs that apply to components used to assemble the end item. Note that this cost does not include end item transportation costs unless otherwise noted; most RM- and RS-priced items include such charges in the cost of the end item.

(n) Block 29., MPA (AIF). Enter all military pay and allowance costs. This charge applies only to the AIF components of the end item for modified direct cite (formerly RP), RS, and RM orders. It does not apply to MAP orders when the FMS case is wholly funded by MAP funds. This is an indirect charge to recover appropriate military overhead costs.

(o) Block 30., MPAB (AIF). Enter the costs of all military benefits. This charge is applied only to the AIF components of the end item for modified direct cite (formerly RP), RS, and RM orders. It does not apply to MAP orders when the FMS case is wholly funded by MAP. This is an indirect charge to recover appropriate military overhead costs.

(p) Block 31., RMPA (AIF). Enter all retired military pay and allowance costs. This charge is applied only to the AIF components of the end item for modified direct cite (formerly RP), RS, and RM orders. It does not apply to MAP orders when the FMS case is wholly funded by MAP. This is an indirect charge to recover appropriate military overhead costs.

(q) Block 32., Adjustment. The total funded cost indicated in block 33. must be to the nearest cent. If prices shown in blocks 19. through 28. were calculated to four decimal places, block 35. should show the unit and total values required to round the figures to the nearest whole cent.

(r) Block 33., Total Funded Cost. This is the sum of blocks 27. through 32.; however, any MIPR should be established for the sum of blocks 27. and 28.

(3) Unfunded Costs. This section summarizes all the unfunded costs to be added to the funded values above. Each Military Service shall bill these charges, through SAAC, to the customer.

(a) Block 34., Rental (COCO). Enter all rental costs to be applied against the COCO components of an item supplied from procurement. Although this charge is normally a part of a contract price, it is not included in COCO ammunition contracts. Therefore, it must be billed as an unfunded charge.

(b) Block 35., Asset Use (GOCO). Enter the authorized 4 percent asset use charge. This value is applied only to the GOCO components of the end item supplied from procurement. The current rate is .04 x GOCO component cost. This element is not applied to RS, RM, MR, or MAP orders.

(c) Block 36., NRC RDTE. Enter the authorized surcharges for nonrecurring research, development, test and evaluation costs. Refer to the latest nonrecurring cost recoupment charge list published by OASD(C).

(d) Block 37., NRC PDN. Enter the authorized surcharges for nonrecurring production costs. Refer to the latest nonrecurring cost recoupment charge list published by OASD(C).

(e) Block 38., UNF CIV RET (AIF). This is an authorized charge to recover the U.S. Government's contribution to the civilian retirement fund. Current FMS rate is published annually by OASD(C)(MS).

(f) Block 39., UNF DEPR (AIF). This is an authorized charge to recover values not included in the AIF recovery rate, such as building and the like. It is applied only against AIF costs. Estimates shall be provided by each AIF activity on a case-by-case basis.

(g) Block 40., INT ON INV (AIF). This is an authorized charge to recover interest on the net book value of an activity's assets. It is applied against AIF costs. Estimates shall be provided by each AIF activity on a case-by-case basis.

(h) Block 41., Other. Enter any miscellaneous cost and identify in block 46., "Remarks."

(i) Block 42., Total Unfunded Cost. This is the sum of blocks 34. through 41.

(j) Block 43., Total Funded and Unfunded. Enter the sum of blocks 33. and 42.

(k) Block 44., DCAA/DCAS/Contracting Officer's Representative QA. Enter the values of contract administration services. This value represents the estimated amount of the charges the SAAC will assess for items from procurement. It is based on the hardware values in block 16. The current rate is generally .015 x block 19.

(l) Block 45., Total DD 1513 Price. These are the values to be placed on a DD Form 1513. They represent the estimated total price the customer will pay and are the sum of blocks 43. and 44.

(m) Block 46., Remarks. Self-explanatory.

(n) Block 47., SMCA Program Analyst. Self-explanatory.

3. The DD Form 2355 (figure 14-4.)

a. Heading. This section relates the DD Form 2355 to the basic P&A form (DD Form 2353).

(1) Block 1., Case. This entry corresponds to DD Form 2353, block 5.

(2) Block 2., Control Number. This entry corresponds to DD Form 2353, block 18.

(3) Block 3., Item Supplied to Customer

(a) Block a., NSN. Corresponds to DD Form 2353, block 20.b.

(b) Block b., DoDIC. Corresponds to DD Form 2353, block 20.c.

(c) Block c., Nomenclature. Corresponds to DD Form 2353, block 20.d.

(4) Block 4., Class. Enter the source of supply indicated in DD Form 2353, block 6.

(5) Block 5., Quantity. Corresponds to DD Form 2353, block 4.

(6) Block 6., Item Supplied to Service. The following entries are used for RM sales only:

(a) Block a., NSN. Corresponds to DD Form 2353, block 21.b.

(b) Block b., DoDIC. Corresponds to DD Form 2353, block 21.c.

(c) Block c., Nomenclature. Corresponds to DD Form 2353, block 21.d.

b. Part I - To Be Completed by the SMCA Production Manager

(1) Block 7., Basis of Offer. In selecting the basis of offer, consider the date funds are expected to be received by the SMCA (DD Form 2353, block 10.). Note that funds can be received before this date if stated in block 9., "Funding Deadline", below, and if "Time Sensitive" is stated in block 11., "Remarks", below. Funds can be requested up to within 4 months of the current date in block 12.d., below. Put an "X" in one of the following blocks:

(a) Block a., Contract Option. Select this block if an item currently in production has an option clause in the contract and if funds are not required within 4 months of the date in block 12.d., below. (The date restriction does not apply for revalidations.)

(b) Block b., Contract Tie In. If the item is not in production, but can be procured in combination with a planned buy (any DoD purchase planned in the FYDP and projected to occur within 2 years), and funds are not required within 4 months of the date in block 12.d., below, select this block. (The date restriction does not apply for revalidations.)

(c) Block c., Stand Alone. If the requirement is not in production and cannot be combined with a planned buy, but is of sufficient quantity to be placed on contract by itself, put an "X" in this block.

(d) Block d., Less Than MPQ. If none of the previous choices apply, put an "X" in this block. Refer to Part IIA, below, for P&R alternatives. If this block is selected, do not complete blocks 9. and 10. Instead, provide procurement lead time in block 11., "Remarks." Note that the data provided in Part IIA are not sufficient to prepare a DD Form 1513.

(2) Block 8., MPQ. The minimum procurement quantity is the lowest quantity that can be procured without a program cost of greater than 20 percent above that associated with 1-8-5 operations.

(3) Block 9., Funding Deadline. Enter the month and year by which funds must be received by the SMCA production manager to place this order on contract within the conditions stated on this P&A. If block 7., "Basis of Offer," is less than MPQ, do not fill in this block. If funds are required before the date in DD Form 2353, block 10., a "Time Sensitive" entry should be made in block 11., "Remarks." Include the consequences of not receiving funds in time, such as "No buy planned 5 years," "Future buy next fiscal year," and so forth. Except for revalidations, no order shall be made that requires funds within 120

days of the date in block 12.d.

(4) Block 10., Available. Indicate the month and year of the item's availability from the contractor. If production completion spans several months, indicate the quantities to be completed by month. Availability of funds (DD Form 2353, block 10.) must be considered when assigning a material availability date.

(5) Block 11., Remarks. Self-explanatory.

(6) Block 12., Originator. Self-explanatory.

c. Part II - To Be Completed by the SMCA Program Analyst

(1) Section A. - Planning and Review Data. Complete this section when DD Form 2353, block 3., indicates P&R data is required, or when block 7., "Basis of Offer," above, shows less than MPQ. The level of pricing provided in this section is not sufficient to prepare a DD Form 1513.

(a) Block 13., Customer Quantity. Enter P&A for P&R requests in blocks a. and b., respectively. If the basis of offer is less than MPQ, provide a P&R based on quantity. Availability is stated as the number of months after receipt of funds.

(b) Block 14., Increase Quantity to MPQ. Complete this entry for P&R requests only if the quantity requested is less than MPQ. If the basis of offer is less than MPQ, provide the P&R assuming the requested quantity is increased to the MPQ. Availability is stated as the number of months after receipt of funds.

(c) Block 15., Await MPQ Accumulation. Complete this entry for P&R requests only if the quantity requested is below MPQ. If the basis of offer is less than MPQ, provide the P&R assuming the requested quantity will be held until it can be combined with another order to reach the MPQ. Availability is stated as the number of months after receipt of funds.

(2) Section B. - Price and Availability Data. Complete this section when the DD Form 2353, block 3., is checked "P&A" or "Revalidation." However, if block 7., "Basis of Offer," above, is marked "Less Than MPQ," complete Section A, "Planning and Review Data," instead of this section. This section stratifies the elements of the total FMS price. The format is designed to provide the data needed to complete DD Form 2061, "Foreign Military Sales Planning Directive." Column a identifies the pricing element, column b shows the unit price for each element, column c provides the total price of each element (unit price x quantity), and column d provides the pricing element code (as identified by DoD 7290.3-M). Blocks 16. through 33. refer to funded costs, that make up that portion of total costs billed to each Military

Service by the SMCA. Funded costs are the amount for which the MIPR should be established and are actual costs incurred in performance of an FMS order. Blocks 34. through 42. refer to unfunded costs, or the authorized surcharges to be added to the funded value above. Each Military Service is responsible for billing these charges to the customer. The following instructions tell how to fill out Section B., "Price and Availability Data."

(a) Block 16., CC Hardware. This is hardware from ongoing production. Enter the values of end item components originating from COCO, GOCO, or GOGO contracts. These prices are based on past contract values inflated according to DoD guidelines to the estimated availability date. If past contracts cannot be used, other DoD-approved cost estimating techniques are substituted for pricing purposes only.

(b) Block 17., SR Hardware. Enter the values of materiel obtained from Military Service stock with replacement.

(c) Block 18., SF Hardware. Enter the values of materiel obtained from Military Service stock without replacement.

(d) Block 19., Total Hardware. Enter the sums of blocks 16. through 18.

(e) Block 20., Start-Up/Layaway. Enter the costs for any unique production line start-up or layaway.

(f) Block 21., Engr Sup. Enter the values of all engineering support costs.

(g) Block 22., QA. Enter all QA costs.

(h) Block 23., Proof & Acpt. Enter all proof and acceptance test costs.

(i) Block 24., Rework. Enter all rework costs.

(j) Block 25., Admin. Enter all administrative costs beyond the normal administrative effort costs recovered through the FMS Administrative budget.

(k) Block 26., Other. Enter all miscellaneous costs. Identify the specific charge in column a and write in the bill code in column d.

(l) Block 27., Subtotal. Enter the sum of the entries in blocks 19. through 26.

(m) Block 28., FDT. Enter all first destination transportation costs applying to components used to assemble the end

item. Note that this cost does not include end item transportation costs unless otherwise noted; most RM- and RS-priced items include such charges in the cost of the end item.

(n) Block 29., MPA (AIF). Enter all military pay and allowance costs. This charge applies only to the AIF components of the end item for modified direct cite (formerly RP), RS, and RM orders. It does not apply to MAP orders when the FMS case is wholly funded by MAP funds. This is an indirect charge to recover appropriate military overhead costs.

(o) Block 30., MPAB (AIF). Enter the costs of all military benefits. This charge is applied only to the AIF components of the end item for modified direct cite (formerly RP), RS, and RM orders. It does not apply to MAP orders when the FMS case is wholly funded by MAP. This is an indirect charge to recover appropriate military overhead costs.

(p) Block 31., RMPA (AIF). Enter all retired military pay and allowance costs. This charge is applied only to the AIF components of the end item for modified direct cite (formerly RP), RS, and RM orders. It does not apply to MAP orders when the FMS case if wholly funded by MAP. This is an indirect charge to recover appropriate military overhead costs.

(q) Block 32., Adjustment. The total funded cost indicated in block 33. must be to the nearest cent. If prices shown in blocks 19. through 28. were calculated to four decimal places, block 35. should show the unit and total values required to, in effect, round the figures to the nearest whole cent.

(r) Block 33., Total Funded Cost. This is the sum of blocks 27. through 32.; however, any MIPR should be established for the sum of blocks 27. and 28.

(s) Block 34., Rental (COCO). Enter all rental costs to be applied against the COCO components of an item supplied from procurement. Although this charge is normally a part of a contract price, it is not included in COCO ammunition contracts. Therefore, it must be billed as an unfunded charge.

(t) Block 35., Asset Use (GOCO). Enter the authorized 4 percent asset use charge. This value is applied only to the GOCO components of the end item supplied from procurement. The current rate is .04 x GOCO component cost. This element is not applied to RS, RM, MR, or MAP orders.

(u) Block 36., NRC RDTE. Enter the authorized surcharges for nonrecurring research, development, test and evaluation costs. Refer to the latest nonrecurring cost recoupment charge list published by OASD(C).

(v) Block 37., NRC PDN. Enter the authorized surcharges for nonrecurring production costs. Refer to the latest nonrecurring cost recoupment charge list published by OASD(C).

(w) Block 38., UNF CIV RET (AIF). This is an authorized charge to recover the U.S. Government's contribution to the civilian retirement fund. The current FMS rate is published annually by OASD(C)(MS).

(x) Block 39., UNF DEPR (AIF). This is an authorized charge to recover values not included in the AIF recovery rate, such as building and the like. It is applied only against AIF costs. Estimates shall be provided by each AIF activity on a case-by-case basis.

(y) Block 40., INT ON INV (AIF). This is an authorized charge to recover interest on the net book value of an activity's assets. It is applied against AIF costs. Estimates shall be provided by each AIF activity on a case-by-case basis.

(z) Block 41., Other. Enter any miscellaneous costs and identify in block 46., "Remarks."

(aa) Block 42., Total Unfunded Cost. This is the sum of blocks 34. through 41.

(bb) Block 43., Total Funded and Unfunded. Enter the sum of blocks 33. and 42.

(cc) Block 44., DCAA/DCAS/Contracting Officer's Representative QA. Enter the values of contract administration services. This value represents the estimated amount of the charges the SAAC will assess for items from procurement. It is based on the hardware values in block 16. The current rate is generally .015 x block 19.

(dd) Block 45., Total DD 1513 Price. These are the values to be placed on a DD Form 1513. They represent the estimated total price the customer will pay and are the sum of blocks 43. and 44.

(ee) Block 46., Remarks. Self-explanatory.

(ff) Block 47., SMCA Program Analyst. Self-explanatory.

REVISED TERMS OF REFERENCE (TOR) FOR THE ARMAMENT/MUNITIONS REQUIREMENTS ACQUISITION AND DEVELOPMENT (AMRAD) COMMITTEE

APPENDIX A

THE DEPUTY SECRETARY OF DEFENSE

WASHINGTON, D.C. 20301

16 NOV 1982

MEMORANDUM FOR THE SECRETARIES OF THE MILITARY DEPARTMENTS
ASSISTANT SECRETARY OF DEFENSE (MRA&L)
DIRECTOR, PROGRAM ANALYSIS AND EVALUATION
DIRECTOR, JOINT STAFF, OJCS

Subject: Revised Terms of Reference (TOR) for the Armament/ Munitions Requirements Acquisition and Development (AMRAD) Committee

The AMRAD Committee last had their TOR updated by DepSecDef memorandum, subject, "New Terms of Reference for the DoD Armament/Munitions Requirements and Development Committee", dated 5 August 1977. Since that time the Committee has expanded their areas of interest to include all aerial target programs of the Services as well as the acquisition initiatives. The TOR has been revised to broaden the scope of the Committee's operation to include acquisition, all aerial targets and associated equipment, and at the discretion of USDRE, have OSD Staff Specialists detailed to the Committee for continuity of specific programs. As a result of these changes the name of the Committee has been changed to Armament/Munitions, Requirements, Acquisition and Development (AMRAD) Committee. You will note that the acronym AMRAD has been retained for continuity.

There will be continuing problem areas in the effort to harmonize requirements among our Services. I shall appreciate your efforts in pursuit of this objective and encourage you to support and utilize AMRAD, and your own Service member, to the fullest extent.

These Terms of Reference are effective upon receipt.

Attachment
a/s

Frank C. Carlucci

TERMS OF REFERENCE
FOR THE
DEPARTMENT OF DEFENSE
ARMAMENT/MUNITIONS REQUIREMENTS, ACQUISITION AND DEVELOPMENT COMMITTEE

I. PURPOSE

These terms of reference prescribe the mission, scope, organization, policy, functions, authority, responsibilities and administration for the DoD Armament/Munitions Requirements, Acquisition and Development (AMRAD) Committee.

II. MISSION

The AMRAD Committee's mission is to assist the Under Secretary of Defense for Research and Engineering (USDRE), the Assistant Secretary of Defense (MRA&L), the Joint Chiefs of Staff (JCS), the Military Departments and other DoD components in the development of harmonized requirements which fulfill more than one Service's munitions and associated subsystems needs. The term munitions shall include applicable conventional weaponry for the air-to-air, air-to-surface, surface-to-surface, surface-to-air roles, as well as aerial targets. Munitions developed by allied nations will be considered as candidates for appropriate applications and standardization.

III. SCOPE

The Committee acts as the focal point for achieving harmonization of the Services' requirements for munitions and aerial targets. The ultimate aim is to produce munitions which meet the needs of more than one Service and, where practicable, achieve interoperability with munitions in use or planned use by NATO. The Committee interest begins when the Services establish a munition requirement or a program enters advanced development and continues throughout the life cycle of the program. Conventional munitions include all non-nuclear munitions which have potential for economies through multi-Service use. The scope encompasses guns of all calibers with their associated ammunition, guided missiles, rockets, bombs and related subsystems, plus test and handling equipment. Aerial targets include all full-scale, sub-scale, towed systems, and augmentation devices.

IV. ORGANIZATION

A. The AMRAD Committee shall consist of a chairman and one primary member from each Military Service, each of whom shall be a commissioned officer in the grade of O-6. Periods of assignment will be consistent with existing Service policies for assignment to duty with joint staffs. Alternate members, designated by each Service as an additional duty, shall possess qualifications similar to the primary member. Additionally, at

the discretion of USDRE, DoD permanent staff specialists, experts in conventional munitions, may be detailed to the Committee for continuity of specified programs.

B. The Committee Chairman shall report to the Deputy Under Secretary (Tactical Warfare Programs). Chairmanship shall normally be rotated every two years among the Services, at the discretion of the DUS(TWP). Nominees from each Service will be submitted to DUS(TWP) for selection at least three months prior to scheduled rotation.

C. Each Service's primary member shall be assigned as reporting to and rated by his respective DCS/R&D. The Army, Navy and Air Force members shall also be responsive to their respective Assistant Secretaries for R&D. The Marine Corps member shall be responsive to the Assistant Secretary of the Navy (R&D) through the USMC DCS(RD&S). Assignment to the Committee fulfills the requirement of DoD Directive 1320.5, "Assignment of duty with Joint, Combined, Allied and Office of the Secretary of Defense Staffs".

D. The offices of the Assistant Secretary of Defense (MRA&L); Director, Program Analysis and Evaluation; and the Joint Chiefs of Staff will designate one advisor and one alternate as liaison with the Chairman of the Committee.

V. POLICY

A. AMRAD Committee recommendations will be advisory in nature and developed to foster practical and effective munition standardization and lowest unit production cost consistent with munition requirements for joint Service and NATO use.

B. Technical compatibility problems for which the Committee is unable to recommend a preferred solution will be referred to the appropriate Assistant Secretaries for R&D of the Military Departments and the Under Secretary of Defense for Research and Engineering for resolution.

C. The Committee will provide, upon request, advice to ASD(MRA&L) on matters which affect the introduction, production or product improvement of joint-use munitions.

VI. FUNCTIONS

Under the policy and authority established herein, the Committee shall:

A. Identify and recommend courses of action to resolve joint Service standardization problems and develop guidelines for standardization of munitions and associated equipment.

B. Make recommendations thru DUSD/TWP to the USDRE, ASD(MRA&L), the Military Departments, or other DoD components

concerning standardized munitions development and joint production or modification.

C. Make recommendations thru DUSD/TWP to the USDRE, ASD(MRA&L), Military Departments, or other DoD components on identified problem areas in the acquisition of a joint-use item.

D. Identify munitions areas where additional development would improve standardization probability, operational effectiveness, and/or compatibility.

E. Evaluate development programs for munitions likely to be in existence in the future, analyze problem areas and opportunities to converge requirements and make appropriate recommendations for joint use.

F. Coordinate and provide recommended program adjustments thru DUSD/TWP to USDRE and ASD(MRA&L) on program actions related to munitions.

G. Coordinate with appropriate NATO CNAD and MAS working groups to assure maximum NATO interoperability and rationalization. (These actions should be coordinated with the Deputy Under Secretary of Defense (IPT), USDRE as appropriate.)

1. Insure development programs comply with applicable NATO STANAGS.

2. Seek NATO inputs, without incurring undue delay, during the US harmonization process and agreement in the final joint requirements document. (If a conflict occurs, due to the dual objectives of achieving joint Service standardization and NATO standardization/interoperability, the issues will be brought before USDRE for policy determination.)

H. Present to USDRE and OASD(MRA&L), in May of each year, a current review of the more significant munitions and munitions related standardization issues.

I. Interface with and support the Office of Munitions (OM) to insure Service priorities are considered and that recommended actions foster practical and effective munitions standardization and lowest unit production cost consistent with munition requirements for joint Service and NATO use.

J. Respond, as required, to any special task designated by USDRE.

VII. AUTHORITY

To discharge the functions and responsibilities prescribed herein, the AMRAD Committee is authorized to:

A. Communicate directly with all elements of DoD, other agencies of the U.S. Government plus NATO, CNAD and MAS working groups.

B. Make recommendations thru DUSD/TWP to USDRE, ASD(MRA&L), the Military Departments or other DoD components as appropriate.

C. Task the Services to provide information on munitions programs and associated equipment.

D. Task the Services to provide personnel, including per diem if necessary, to assist the Committee as required.

E. Arrange for, with approval of the USDRE and/or the ASD(MRA&L), technical consultation and contractual studies.

F. Attend munitions-related DSARC meetings as an advisor to USDRE. The attendee will normally be the Chairman or his designated representative.

G. Act as liaison between USDRE and the Single Manager for conventional ammunition.

VIII. RESPONSIBILITIES

A. All OSD offices shall:

1. Advise the Committee on actions taken or contemplated in response to the Committee recommendations and actions initiated by OSD offices for joint development and joint use of munitions.

2. Invite the Committee Chairman to appropriate meetings so that he can be aware of the various munitions programs.

3. Coordinate munition-related actions with the Committee.

B. The Military Departments shall:

1. Provide a chairman and members of the Committee as specified in Section IV, above. New members shall be assigned for duty at least 30 days prior to transfer of incumbents.

2. Provide information on all programs related to munitions acquisition, requirements, and developments, as requested by the Committee, and other information that the Service feels would assist the Committee in the execution of its duties.

3. Include the Committee as an information addressee on all documents (Justification of Major Systems New Starts (JMSNS), Letter of Agreement (LOA), Statements of Need (SON)) and other requirements documents pertaining to munitions and aerial targets within the scope of this instrument.

4. Provide technically and operationally competent personnel to assist the Committee on specific problems.

C. The Chairman Shall:

1. Preside at Committee meetings. (In his absence, the senior representative shall act in his stead).

2. Insure that Committee correspondence accurately reflects the opinions of the members. Dissenting opinions must be included.

3. Submit budgetary estimates for travel, contractual support, and technical consultation in implementation of Section IX below.

D. Each Military Service Member shall:

1. Participate in all Committee meetings and tasks or notify his alternate to attend instead.

2. Maintain liaison with his own Service. In so doing, he should:

a. Keep himself informed of present and proposed programs and systems involving munitions requirements and development within his own Service.

b. Inform appropriate members of his Service what other Services are doing in munitions and associated equipment programs.

c. Be responsible for the accuracy of AMRAD papers, as they pertain to his Service.

3. Insure consideration of his Service's position but exercise his own judgment during AMRAD deliberations.

4. Submit his dissenting opinion on Committee recommendations, as appropriate, to the Chairman.

IX. ADMINISTRATION

The Department of the Navy shall provide the following administration and support to the AMRAD Committee::

A. An administrative staff.

B. Office space and supplies.

C. Funds for travel.

D. Funds for contractual support.

E. Funds for technical consultation.

BIBLIOGRAPHY OF

DEPARTMENT OF DEFENSE AND MILITARY SERVICES

INDUSTRIAL PREPAREDNESS PLANNING GUIDANCE DOCUMENTS

APPENDIX B

APPENDIX B

BIBLIOGRAPHY OF THE

DEPARTMENT OF DEFENSE AND MILITARY SERVICES

INDUSTRIAL PREPAREDNESS

PLANNING GUIDANCE DOCUMENTS

A. Acts, Orders, and United States Code

1. Defense Production Act of 1950 (as amended)
2. Executive Order 11490, October 30, 1969
3. Defense Mobilization Order VII-7
4. National Industrial Reserve Act of 1948 - Public Law 93-155, Title 8
5. Executive Order 11051
6. Executive Order 10480 (as amended)
7. Defense Mobilization Order 3
8. Title 10, United States Code, Section 2353

B. Department of Defense Documents

1. Defense Management Journal - July 1976
2. DoD Directive 4005.1 — Industrial Preparedness Program, November 26, 1985
3. DoD Instruction 4005.3 — Industrial Preparedness Planning, April 18, 1985
4. DoD Directive 4005.16 — Diminishing Manufacturing Sources and Material Shortages Program, May 16, 1984
5. DoD 4005.3-H — Register of Planned Emergency Producers, April 1988, authorized by DoD Instruction 4005.3, April 18, 1985

B. Department of Defense Documents (Continued)

6. DoD 4005.3-M	Industrial Preparedness Planning Manual, November 1985, authorized by DoD Instruction 4005.3, April 18, 1985
7. DoD Instruction 4100.33	Commercial Activities Program Procedures, September 9, 1985
8. DoD Directive 4151.1	Use of Contractor and DoD Resources for Maintenance of Materiel, July 15, 1982
9. DoD Instruction 4200.15	Manufacturing Technology Program, May 24, 1985
10. DoD Directive 4215.18	Management of Defense-Owned Industrial Plant Equipment (IPE), March 7, 1974
11. DoD Directive 4275.5	Acquisition and Management of Industrial Resources, October 6, 1980
12. DoD Instruction 4410.3	Policies and Procedures for the DoD Master Urgency List (MUL), September 2, 1987
13. DoD Directive 5100.50	Protection and Enhancement of Environmental Quality, May 24, 1973
14. DoD Directive 5160.54	DoD Key Assets Protection Program, December 5, 1986
15. DoD Directive 5160.65	Single Manager for Conventional Ammunition, November 17, 1981
16. DoD Instruction 7720.19	Data Relating to Cost of Maintenance of the Industrial Mobilization Base, June 16, 1967

17. Defense Procurement Circular No. 74-1, Item XIII

C. Federal Acquisition Regulations

1. Part 1 - FAR System
2. Part 14 - Formal Advertising

C. Federal Acquisition Regulations (Continued)

3. Part 15 - Contracting by Negotiation

4. Part 45 - Government Property

D. Department of the Army Regulations

1.	37-40	Army Production Base Support Program Report (RCS CSGLD-1123(RI)(MIN))
2.	37-55	Uniform Depot Maintenance Cost Accounting and Production Reporting System
3.	37-100 Series	The Army Management Structure (Fiscal Code)
4.	70-1	Army Research and Development Acquisition
5.	70-15	Product Improvement of Material
6.	70-27	Development Plan/Development Concept Paper/Program Memorandum
7.	71-6	Type Classification/ Reclassification of Army Materiel
8.	200-2	Cooperation with Federal, State and Local Pollution Control Authorities
9.	235-5	Management of Resources; Commercial and Industrial Type Activities
10.	340-16	Safeguarding "FOR OFFICIAL USE ONLY" Information
11.	385-10	Army Safety Program
12.	400 Series	Real Estate, Construction, and Facility Engineering
13.	405-45	Inventory of Military Real Property

D. Department of the Army Regulations (Continued)

14.	415-28	DA Facilities Classes and Construction Categories
15.	420-16	Technical Data Report (RCS ENG-94 (R8))
16.	570-7	Equipment Management; Equipment Survey Program
17.	700-Series	Logistics
18.	700-4	Logistic Assistance Program
19.	700-43	Defense Industrial Plant Equipment Center Operations
20.	700-90	Army Industrial Preparedness Program
21.	735-27	Accounting for Real Property
22.	735-72	Financial Accounting for Industrial Fixed Assets and Materials (Government-Provided Property)
23.	750-1	Army Materiel Maintenance Concepts and Policies

E. Department of the Army Technical Manuals

1.	TM 38-260	Preparation and Inspection of *Industrial Production Equipment* for Storage and Shipment
2.	MIL-STD 107E	Preparation and Handling of Industrial Plant Equipment for Shipment and Storage

F. Department of the Air Force Documents

1.	AFR 78-13	Industrial Preparedness Planning
2.	AFR 78-13/AFLC Sup 1	Industrial Preparedness Planning

F. Department of the Air Force Documents (Continued)

3.	AFR 78-22	Management of Industrial Facilities
4.	AFR 78-17	Plant Equipment Packages
5.	AFR 78-17/ AFSC Sup 1	Plant Equipment Packages
6.	AFR 800-33	Manufacturing Technology Program
7.	AFM 78-9	Defense Industrial Plant Equipment Center Operations
8.	WMP-1	War and Mobilization Plan, Vol. 1, "Basic Plan"
9.	WMP-5	War and Mobilization Plan, Vol. 5, "War Consumable Factors and Requirements"
10.	WMP-6	War and Mobilization Plan, Vol. 6, "Basic Planning Data"

G. Department of the Navy Instructions

1.	SECNAVINST 4802.4A	DoD Industrial Preparedness Planning
2.	SECNAVINST 7000.14B	Economic Analysis of Proposed Department of the Navy Investments
3.	OPNAVINST 6240.3C	Environmental Protection and Enhancement Program
4.	NAVMATINST 4800.37A	Industrial Preparedness Production Planning Procedures
5.	NAVMATINST 4862.19A	Inspection and Reporting of Departmental Industrial Reserve Plants and Maintenance Facilities
6.	NAVMATINST 4862.20	Acquisition Management of Industrial Resources

G. Department of the Navy Instructions (Continued)

7. NAVMATINST 4800.35	Data Relating to Cost of Maintenance of the Industrial Mobilization Base
8. NAVMATINST 4870.23A	Plant Equipment Retention and Maintenance
9. NAVMATINST 4800.36D	Manufacturing Technology Program
10. NAVMATINST 4860.6C	Commercial or Industrial Activities Program
11. NAVMATINST 4800.39	Industrial Preparedness Planning Program (IPP); Solicitations and Contract Awards for Planned Items to be Procured under Authority of ASPR 3-216
12. NAVMATINST 4870.27	Retention of Idle Industrial Plant Equipment (IPE) in Contractors'Plants Pending Completion of Industrial Preparedness Planning

H. Defense Logistics Agency Documents

1. DLAR 4005.4	Industrial Preparedness Production Planning Procedures
2. DLAR 4215.5	Plant Equipment Retention and Maintenance
3. DLAR 4275.2	Industrial Facility Expansion and Replacement
4. DLAM 4005.1	Industrial Preparedness Planning Manual
5. DLA 4200 Series Handbooks	
6. DLAM 8300.1	Production Manual for Contract Administration
7. DLAM 4215.1	Defense Industrial Plant Equipment Center Operations

I. Department of Commerce Documents

1.	DMS Reg 1	Basic Rules of the Defense Materials System
2.	DPS Reg 1	Basic Rules of the Defense Priorities System

DATA ELEMENTS AND DEFINITIONS

FROM THE

PRODUCTION BASE

MANAGER'S HANDBOOK

APPENDIX C

APPENDIX C

DATA ELEMENTS AND DEFINITIONS
FROM THE PRODUCTION BASE MANAGER'S HANDBOOK

DATA ELEMENTS	DEFINITIONS
1. Approval Date	Date of initial release of funds from approval authority.
2. Armed Services Procurement Planning Office (ASPPO) Code	A 3-digit code found in the register of planned emergency producers that identifies the Armed Services procurement planning office responsible for direct contact with industrial management used for negotiating tentative wartime production schedules.
3. Base Retention	The sum of all individual service retention levels for a given time.
4. Cognizant Service	The agency or Military Service that has planning responsibility for a production facility, project, or program.
5. Completion Date	Date a project is targeted or scheduled for completion.
6. Construction Dollars (Const $)	Actual or projected costs within a modernization and expansion project for construction.
7. Department of Defense Ammunition Code (DoDAC)	A code assigned to items of ammunition consisting of the Federal Supply Classification number followed by a letter and three digits assigned to an ammunition generic description within the supply class.
8. Equipment Dollars (Equip $)	Actual or projected costs within a modernization and expansion project for equipment.
9. Facility Address	Street address, city, county, state, and ZIP Code to locate the facility.

DATA ELEMENTS AND DEFINITIONS FROM THE PRODUCTION BASE MANAGER'S HANDBOOK (CONTINUED)

DATA ELEMENTS	DEFINITIONS
10. Facility Geographic Coordinates	A data chain consisting of four data elements: facility physical vulnerability code, facility universal transverse mercator zone number, facility universal transverse mercator north number, and facility universal transverse mercator east number, in that order.
11. Facility Name	The name of a Government or commercial installation producer, base, or company.
12. Item Nomenclature	An approved description of an end item or component that identifies its characteristics, consisting of a noun phrase or a noun phrase and a modifier.
13. M-Day	The day on which mobilization is to begin.
14. M-Day Readiness Level (M-Day Read Lvl)	The number of months from M-day to initial production for a given item to be produced at a specified production line, BPU, or facility assuming a cold base, i.e., the M-day production rate is zero.
15. Modernization and Expansion Project Status (M&E status)	A four-period breakout of a modernization and expansion project, i.e., prebudget, budget (Presidential submission to Congress), apportionment, and execution.
16. Monthly Allocated Production Capacity at Maximum Rate (MAX)	The production rate will be specified in accordance with the policy stated in DoD 5160.65-M, chapter 3, paragraph E.2.c. For nonmodernized lines, use the rates appropriate to the number of hours per week specified for each type of production line. For nonmodernized lines this will be specified as not to exceed 120 hours for non-continuous production lines and 144 hours for continuous production lines.

DATA ELEMENTS AND DEFINITIONS FROM THE PRODUCTION BASE MANAGER'S HANDBOOK (CONTINUED)

DATA ELEMENTS	DEFINITIONS
17. Monthly Production Capacity at Minimum Sustaining Rate (MSR)	The number of units of a specified item produced in 1 month by a specified production line, BPU, or facility that represents the rate below which operation of the line, unit, or facility is not economically justifiable.
18. Monthly Production Capacity One Shift (1-8-5)	The number of units of a specified item produced in 1 month by a specified production line, BPU, or facility being operated 40 hours per week.
19. Monthly Production Capacity two Shifts (2-8-5)	The number of units of a specified item produced in 1 month by a specified production line, BPU, or facility being operated 80 hours per week.
20. Monthly Production Quantity (Mo Prd Qty)	The number of units of a specified item currently being produced by a production line, BPU, or facility during a calendar month.
21. Owner/Operator Type	An alphabetic code that specifies the ownership and operation of a production facility, i.e., GOGO, GOCO, and COCO.
22. PEP Number	A number assigned by the Department of Defense that specifies approval to retain a given package of equipment or plant to support industrial readiness planning.
23. Plant Index Number	A number assigned by the Defense Contracts Administration Service to a registered planned manufacturer of war material.
24. Procuring Service	The Military Service assigned DoD purchase assignment responsibility for a specified item or class of items.
25. Production Line/ Base Production Unit Number	A unique identifier assigned to a production line or base production unit within a facility for identification and reference.

DATA ELEMENTS AND DEFINITIONS FROM THE PRODUCTION BASE MANAGER'S HANDBOOK (CONTINUED)

DATA ELEMENTS	DEFINITIONS
26. Project Description	A short narrative that describes the purpose and scope of a project.
27. Project Number	A unique number assigned to identify a specific project.
28. Schedule Number	An 8-position number assigned to identify the ammunition items. It is constructed as follows:
	a. First Position: 0 For End Items; 1 For Metal Parts; 5 For Propellants and Explosives; 8 For Load/Assemble/Pack
	b. Second Position: Reserved (dash)
	c. Third Position: Procuring Service Code (A=Army; F=Air Force; N=Navy; and M=Marine Corps)
	d. Fourth Position: Reserved (dash)
	e. Fifth-Eighth Positions: Assigned Reference Number
29. Total Dollars (Total $)	Total costs actual or projected for a specified modernization and expansion project. (Equipment dollars plus construction dollars.)
30. Type Process (Type PRCS)	The type manufacturing operation conducted at a facility, i.e., LAP, Metal Parts (MPTS), Small Arms (SA), Propellants and Explosives (P&E).

DATA ELEMENTS AND DEFINITIONS FROM THE PRODUCTION BASE MANAGER'S HANDBOOK (CONTINUED)

DATA ELEMENTS	DEFINITIONS
31. Unit of Measure	A universally recognized symbol used in conjunction with quantity data appearing in the handbook. The symbol is a multiplier of the number in the quantity field. Symbols used are: E=each, K=thousands, and M=millions.

UNIFORM MATERIEL MOVEMENT

AND

ISSUE PRIORITY SYSTEM TIME STANDARDS

APPENDIX D

APPENDIX D

UNIFORM MATERIEL MOVEMENT AND ISSUE PRIORITY SYSTEM TIME STANDARDS

A. General Policy

All requirements with priority designators 01 through 03 and Not Operationally Ready-Supply (NORS) requirements with priority designators 04 through 08 shall be processed on a 7-day workweek, 24-hour workday basis. All other requirements shall be processed as a minimum during the normal workweek. Work shifts may be adjusted based on volume to meet UMMIPS timeframes. DoD Components and Agencies shall ensure that the capability is maintained to process requirements on a 7-day-workweek, 24-hour-workday basis to meet implementation of authorized contingency plans. DoD Component or Agency heads may institute judicious "on call" staffing programs to satisfy these provisions. Information processing systems will continue to be scheduled and operated to ensure the daily flow of information to customers.

B. Processing Activities

Each processing function in the total time span has been assigned a segment of the total time available. Each processing activity shall attempt (considering limitations imposed by higher authority) to recover time lost in processing by previous levels.

C. Boundaries of Time Segments

The description of boundaries that define the steps in the logistics chain being measured in DoD Directive 4410.6 have been further defined as provided for in paragraphs V.A.8.2. and V.B.15.d., DoD Directive 5160.65, as further defined by Deputy Secretary of the Defense Memoranda dated September 7, 1976, and July 15, 1977, that defined wholesale and retail inventory custodial accountability associated property management responsibility and asset reporting.

1. Requisition Submission. This segment extends from the date of the requisition to the date of receipt by the initial retail inventory control point that maintains retail asset availability records for the purpose of filling materiel demands or ordering other supply action.

(a) Date of requisition (as shown in requisition document number field) shall indicate the actual date of transmittal from the requisitioner to the initial supply source. If requisitions are predated to facilitate local processing, the requisition date shall be amended (if necessary) to reflect the true date of transmittal.

b. Time consumed by review/approval of control officers, who are intermediaries between the requisitioner and initial supply source, is counted in the time standard for this segment.

2. Retail ICP Passing Action. This segment extends from the date that the retail ICP receives the requisition until the date of receipt by the ultimate supply source; e.g., the wholesale ICP.

3. Wholesale ICP Availability Determination. This segment extends from the date the requisition is received by the ultimate supply source to the date that a materiel release or issue instruction (either document or punched card) is transmitted to the depot or storage site until the date that the materiel is made available to the transportation officer. This segment includes a packaging and packing time as well as a holding time for the purpose of shipment planning in the shipping activity.

4. Depot/Storage Site Processing. This segment extends from the date that the materiel release of issue instruction (either document or punched card) is transmitted to the depot or storage site until the date that the materiel is made available to the transportation officer. This segment includes a packaging and packing time as well as a holding time for the purpose of shipment planning in the shipping activity.

5. Transportation Hold and CONUS Intransit. This segment extends from the date the materiel is made available to the transportation officer until the date of receipt by the CONUS requisitioning installation or by the POE in the case of overseas requisitions. It includes time consumed in officer and traffic release procedures.

6. Overseas Shipment or Delivery. This segment extends from the date of receipt of the materiel by a CONUS POE until the date that materiel is delivered to the overseas requisitioning installation. It includes POE hold time, materiel loading time, overseas transit time, and intratheater transit time.

7. Receipt Takeup by Requisitioner. This segment extends from the date of receipt of the materiel at destination until the date that the materiel is recorded on requisitioner inventory records.

8. Supply Source Time. To permit time tradeoffs between segments 3.c. and 3.d., the total supply source time may be regarded as a single entity. However, processing timeliness at ICPs and depots will continue to be measured separately.

9. Containerization and Consolidation. Containerization and consolidation, when accomplished before the materiel is received by a POE, must be effected within the timeframes for segments 3.e. and 3.f.

D. Performance Evaluation

1. To gage logistic system timeliness in meeting UMMIPS standards, the performance data collection system developed and coordinated by the System Administrator for MILSTEP shall be used to produce appropriate effectiveness reports.

2. Measures of timely logistics system performance will distinguish between stocked item requisitions that are filled immediately and those that are delayed due to stock nonavailability.

3. The consolidation of SEAVAN containers at point of origin, i.e., depots, has been promoted by allowing flexibility in time standards between the transportation segment and the supply segment. Accordingly, additional time may be made available for loading of containers at origin to provide incentive to plan more source to user SEAVAN loads with no sacrifice to the total order or ship time or depot performance.

STORAGE MANAGER'S HANDBOOK

SUPPLEMENTAL DATA ELEMENTS

APPENDIX E

APPENDIX E

STORAGE MANAGER'S HANDBOOK

SUPPLEMENTAL DATA ELEMENTS

1.	Aboveground Magazine	Warehouse-type structure aboveground that is designated for storage of ammunition and explosives, loaded, or inert ammunition components. Richmond magazines will be included.
2.	Aisle, Structural, Support	Space required for aisles, space not usable due to construction features, and space required to support storage operations.
3.	CBE Forecast Space	Space required to support the budget estimate forecast (COB + 1 yr).
4.	COB Forecast Space	Space required to support the operating budget forecast (current FY).
5.	Demil	Items assigned to the Centralized Demilitarization Account (B5A).
6.	Depot Property	Items assigned to the Depot Property Account (11D).
7.	Earth-Covered Magazine	Earth-covered structure constructed of concrete and/or steel designed for the storage of ammunition and explosives.
8.	FYDP Forecast Space	Space required to support the FYDP forecast (COB + CBE + 3 yrs).
9.	(FY) Vacant Space	The difference between the actual occupied/forecast required space and the net storage space for the COB, CBE, and FYDP. Machine generated.
10.	Gross Storage Space	Storage space available for storage of ammunition and explosives, loaded, or inert ammunition components. For determination of gross storage space in covered structures, use interior dimensions without deductions for structural, aisle, and/or other losses. For open, improved space,

SUPPLEMENTAL DATA ELEMENTS (CONTINUED)

		include that space that has been prepared to permit effective operation of material handling equipment. Open unimproved space will be equal to that which is actually in use. Y-sites that are being used will be included in the open, improved space.
11.	Industrial Space	Storage space at plants and arsenals that is used or reserved for storage of components, bulk explosives, and finished ammunition within the industrial account.
12.	Magazine	A structure designed for storage of explosives, ammunition, or explosive-loaded components.
13.	MOB Space	Space identified and reserved for the storage of items to support a mobilization plan.
14.	Net Storage Space	The difference between the gross storage space and sum of the unusable, outgranted, standby, and aisle, structural, support. Machine generated.
15.	Occupied	Space occupied by materiel, including vacant space restricted from use due to quantity/distance relationships, compatibility requirements, or criticality limitations.
16.	Open Improved	Open areas that have been graded and hard-surfaced or prepared with topping of some suitable material so as to permit effective materiel handling operations. Y-sites that are being used shall be reported.
17.	Open Unimproved	Areas that have not been surfaced but are occupied by stored materiel.

SUPPLEMENTAL DATA ELEMENTS (CONTINUED)

18.	Other Covered	Space, other than magazine and warehouse, that is designated for storage of ammunition, components, and related materiel.
19.	Other	Owners other than Army, (AMCCOM, MICOM), Air Force, Navy, and Marine Corps, demil, and depot property.
20.	Outgranted	Storage space that is outleased, licensed, or permitted to private, non-DoD Government (Federal, State, county, local, or foreign) agencies for their operation, and storage space that is licensed or operating under permit to Military Services or agencies of DoD.
21.	Percent Occupied	The relationship of the occupied to the net storage space. Machine generated.
22.	Plant	Manufacturing facility (including arsenals) designated for storage of industrial stocks. It may or may not have a wholesale storage mission.
23.	Short Tons (S/T)	Expression of weight of stored materiel; one S/T = 2,000 lbs.
24.	Standby	Gross storage space that is contained in completely empty, covered structures that are not required to support the installations mission and that have been secured.
25.	Total Covered	The sum of earth covered and above-ground magazines, warehouses, and other covered spaces. Machine generated.
26.	Unusable	Space so deteriorated that it fails to provide a sufficiently protective environment, is considered unsafe for storage, or because of its location

SUPPLEMENTAL DATA ELEMENTS (CONTINUED)

		is an unwarranted security risk or its occupancy would be in violation of local safety ordinances.
27.	Vacant	The difference between the net storage space and occupied/forecast required space. Machine generated.
28.	Warehouse	A building designed for storage purposes, constructed with roof and complete side and end walls.
29.	Wholesale Space	Storage space at plants and arsenals that is used or reserved for storage of finished ammunition and/or components.

AMMUNITION CONDITION CODES

APPENDIX F

APPENDIX F

AMMUNITION CONDITION CODES

DoD 4140.22-M	Amplification
CODE A	
New, used, repaired, or reconditioned materiel that is serviceable and issuable to all customers without limitation or restriction. Includes materiel with more than 6 months shelf-life remaining.	Normal incidental requirements for additional packaging, packing, or marking, etc., that can be done when issued without additional resources or manpower, or cause a delay does not constitute a restriction.
CODE B	
New, used, repaired or reconditioned materiel that is serviceable and issuable for its intended purpose, but which is restricted from issue to specific units, activities, or geographical areas by reason of its limited usefulness or short service life expectancy. Includes materiel with 3 through 6 months shelf life remaining.	Normal incidental requirements for additional packaging, packing, or marking, etc., done when issued without additional resources or manpower or a delay does not constitute a restriction. Includes items restricted from or to specific missions.
CODE C	
Items that are serviceable and issuable to selected customers, but that must be issued before conditions A and B materiel, to avoid loss as a usable asset. Includes materiel with less than 3 months shelf life remaining.	This includes Navy munitions that have less than 2 years remaining in their MCP.
CODE D	
Serviceable materiel that requires test, alteration, modification, conversion, or disassembly. This does not include items that must be inspected or tested immediately before issue.	

NOTE: Shelf life information mentioned under condition codes A, B, and C does not apply to ammunition. Shelf life of ammunition is managed in accordance with existing Service regulations (See DoD 4140.27-M, paragraph 1-3).

DoD 4140.22-M	Amplification
CODE E	
Materiel that involves only limited expense or effort to restore to serviceable condition and that is accomplished in the storage activity where the stock is located.	Minor maintenance is exterior to the round of munitions. Includes all repair of external surfaces and repair or replacement of packaging, packing, palletization, and marking.
CODE F	
Economically repairable materiel that requires repair, overhaul, or reconditioning, includes repairable items that are radioactively contaminated.	Major maintenance requires replacement of end item components or modification.
CODE G	
Materiel requiring additional parts or components to complete the end item before issue.	
CODE H	
Materiel that has been determined to be unserviceable and does not meet repair criteria, includes condemned items that are radioactively contaminated.	
CODE J	
Materiel in which stock that has been suspended from issue, pending condition classification or analysis, where the true condition is not known.	Includes Air Force materiel that is identified and held for future test or surveillance requirements, either destructive or nondestructive in nature. May contain formerly serviceable assets that become unserviceable by reason of being reserved for test or shelf, or service life has expired.

DoD 4140.22-M	Amplification
CODE K	
Materiel returned from customers or users and awaiting condition classification.	Includes items that have been identified by stock number and item name, but not examined for condition. Stocks in this condition code shall be inspected and classified properly as to condition within 30 days of receipt. When more time is required, an extension of time may be granted by the applicable accountable supply distribution activity.
CODE L	
Materiel held pending litigation or negotiation with contractors or common carriers.	
CODE M	
Materiel identified on inventory control record, but that has been turned over to a maintenance facility or contractor for processing.	
CODE N	
Ammunition stocks suspended from issue except for emergency combat use.	Includes Navy items that have exceeded their maintenance due date.
CODE P	
Materiel determined to be unserviceable, uneconomically repairable as result of physical inspection, teardown, or engineering decision. Item contains serviceable components or assemblies to be reclaimed.	

BIBLIOGRAPHY OF

DEPARTMENT OF DEFENSE AND MILITARY SERVICE PACKAGING

AND PRESERVATION GUIDANCE

APPENDIX G

APPENDIX G

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3. AFLC/AFSC Regulation 71-2, DARCOM Regulation 700-17, NAVMATINST 4030.8, MCO 4030.34, and DLA Regulation 4145.32, "Packaging and Materials Handling, Lead Activities for Packaging Materials and Processes."

4. DARCOM Regulation 70-63, NAVMATINST 4030.9, AFLC Regulation 80-16, AFSC Regulation 80-16, and DLAR 4145.33, "Packaging Research and Exploratory Development."

5. 49 CFR 102, 107, and 170-179, "Hazardous Materials Regulations of the Department of Transportation."

6. MIL-STD 1367, "Packaging, Handling, Storage, and Transportability Program Requirements (For Systems and Equipments)."

7. MIL-STD 1666, "Packaging, Handling, Storage, and Transportability System Dimensional Constraints, Definition of."

8. MIL-STD 648, "Design Criteria for Specialized Shipping Containers."

9. MIL-STD 490, "Specification Practices."

10. MIL-STD 1510, "Container Design Retrieval System."

11. MIL-STD 1660, "Design Criteria for Ammunition Unit Loads."

12. AR 70-37, NAVMATINST 4130.1A, MCO 4130.1A, AFR 65-3, DSAR 8250.4, NSA/CSS 80-14, DCAC 100-50-2, and DNA INST 5010.18, "Department of Defense Configuration Management."

13. AR 70-44, OPNAVINST 4600.22A, AFR 80-18, MCO 4610.14B, and DLAR 4500.25, "Engineering for Transportability."

14. AFM 71-4, TM 38-250, NAVSUP Pub 505, MCO P4030.19, and DSAM 4145.3, "Packaging and Handling of Dangerous Materials for Shipment by Military Aircraft."

15. AFLCR 800-29, AFSCR 800-29, DARCOM-R 700-103, NAVMATINST 4030.11, and DLAR 4145.37, "Policies and Procedures for Hazardous Materials Package Certification."

16. DoD Directive 5000.1, "Major Sytem Acquisitions."

17. DoD.76-M, "Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives."

18. ANSI MH1-.1-1972, "American National Standard," (unit load sizes for dimensioning transport package sizes).

19. TB 700-2, NAVSEAINST 8020.3, TO 11A-1-47, and DSAR 8020.3, "Department of Defense Explosive Hazard Classification Procedures."

20. ANSI MH10.2-1973, "American National Standard," (transport package sizes for ANSI MH10.1 unit load sizes).

21. MIL-STD 480, "Configuration Control, Engineering Changes, Deviations, and Waivers."

22. MIL-STD 481, "Configuration Control, Engineering Changes, Deviations, and Waivers (Short Form)."

23. MIL-STD 1367, "Packaging, Handling, Storage, and Transportability Program Requirements for Systems and Equipment."

24. DoD 4140.17-M, "Military Standard Requisitioning and Issue Procedures (MILSTRIP)."

25. DoD Pamphlet 700-1, "Supply Management."

INSTRUCTIONS FOR PREPARING DD FORM 2357

"HAZARDOUS COMPONENT SAFETY DATA STATEMENT"

APPENDIX H

APPENDIX H

INSTRUCTIONS FOR PREPARING DD FORM 2357

"HAZARDOUS COMPONENT SAFETY DATA STATEMENT"

1. The HCSDS is initiated by the developing Military Service responsible for the technical data on the hazardous commodity involved. A central file on microfilm is maintained by the Readiness Technical Data/Configuration Management Division (AMSMC-TDR-TF), HQ, AMCCOM.

2. A hazardous commodity is a procurable item of ammunition or explosive. It includes related hazardous items (materials, components, or subassemblies) that have to be handled, shipped, or stored to meet the requirements of a hazardous commodity procurement by the SMCA. A separate HCSDS is prepared for each hazardous item (hazardous subassemblies also should be included if they are stored or shipped separately) that is or forms a part of the hazardous commodity. A list of all HCSDS for the procurement of a hazardous commodity shall be prepared to accompany the TDP and used to ensure each hazardous item is covered by an HCSDS. This may either be a separate list or part of the ADL as appropriate.

3. Before preparing, refer to the automated list prepared and distributed by AMSMC-TDR-TF, HQ, AMCCOM. A sheet already may be on file. Revisions to existing sheets to meet current procurement actions shall be coordinated with the developing Military Service that prepared the sheet. The SMCA shall be notified of disputes regarding HCSDS for resolution.

4. The purpose of the HCSDS is to present information on the hazards involved in handling, shipping, and storing a material, component, or assembly normally associated with the procurement of a hazardous commodity. The data presented are judgments of qualified experts to be the most significant in revealing associated hazards. The HCSDS do not supersede any requirements of safety manuals, standards, or regulations applicable to the procurement action.

5. In preparing the HCSDS, when information for a specific sensitivity or hazard is unavailable, specify "UNKNOWN." Indicate "NA" for a requirement for data that is not applicable to the specified item. Abbreviations should be restricted to those commonly used and easily recognized.

6. The information relating to safety (herein referred to as "safety data") contained in the HCSDS is limited to those instances when the document is provided as a part of a procurement or production package that involves the development, testing, storage, manufacture, modification, renovation, demilitarization, packaging, transportation, handling, disposal, inspection, repair, or any other use of the item

(material, component, or assembly) specified in the contract. The safety data contained on the HCSDS are examples that shall be used by the contractor to alert contractor personnel, as well as other personnel of hazards associated with the procurement and production of the item. No representation shall be made that compliance with the information provided will prevent any accident to persons or property, or that additional warnings may not be appropriate. Neither the foregoing nor any act or failure to act by the Government to alert personnel to the hazards of the item shall affect or relieve the contractor of responsibility for the safety of contractor personnel or property and for the safety of the general public in connection with the performance of the contract, or impose or add to any liability of the Government for such safety.

7. Preparation of DD Form 2357 shall be according to the following instructions:

a. Title. Hazardous Component Safety Data Statement is the title of the DD Form 2357. Approved abbreviation shall be HCSDS.

b. Date. Date of safety office signoff is indicated in the box allocated for the date and in upper right-hand corner of every continuation sheet that forms a part of the HCSDS.

c. Block 1., Material/Component/Assembly. The nomenclature shown on the drawing, specification, or referenced document shall be used. This basic name may be amplified or restricted with prefixal nouns (Explosive, Fuze, Mine, etc.) or suffixal "where-used" phrases (f/Projectile M-, w/Detonator, w/o Booster). Pyrotechnic may include ingredients in nomenclature block to aid identification (Composition, Ignition (BaCro4/B/kNO3/VAAR)). All data presented shall be for the item designated in the nomenclature block. The item shall be defined as a material component or assembly containing all the parts (materials, components, and subassemblies) specified in the reference document. Intermediate steps in the production or manufacturing of the item shall not apply to the safety data sheet but shall be covered by other sheets as necessary. A separate HCSDS shall be prepared for each hazardous item (hazardous subassemblies also shall be included if they are stored or shipped separately), that is, or forms a part of, the hazardous item contract. A list of all HCSDS for the procurement of a hazardous commodity shall be prepared to accompany the TDP and used to ensure each hazardous item is covered with an HCSDS. This may either be a separate list or part of the ADL, as appropriate.

d. Block 2., Number. Each HCSDS is assigned a number by the developing agency from the numbers reserved for that agency's use. The number shall be unique to that HCSDS and may not be repeated for another item. It shall appear only on the HCSDS for the specified item and all subsequent revisions. Each continuation sheet that forms a part of the HCSDS shall have the number repeated in the upper right-hand corner.

e. Block 3., Revision. A revision to an original HCSDS and all subsequent revisions shall have a capital letter specified in the revision block and in the upper right hand-corner of each continuation sheet. The first revision shall be numbered "A" and an ascending letter (B, C, D, etc.) used for each subsequent revision level. A revision is any new submission to the repository of a previously submitted HCSDS.

f. Block 4., Applicable FAR Safety Clause. The applicable FAR safety clause shall be inserted. This clause is used for HCSDS pertaining to ammunition, explosives, or other unique military-related dangerous materials. A separate clause is inserted for sheets pertaining to items containing radioactive materials.

SENSITIVITY

g. Block 5., Friction Test. Specify a value or reaction that indicates the mechanical sensitivity of an energetic material to friction. Indicate the apparatus used. Provide comparison values of standard materials (lead azide, TNT, and black powder), arrived at using the same test apparatus, that (preferably) bracket the value provided for the test material. The test is applicable for most bulk energetic materials. When the test is applicable, but the information is not available, indicate with "Unknown." For items of ammunition or loaded components or assemblies when the test is not applicable, specify with "NA." When a material does not exhibit friction sensitivity, indicate a "None" or "Not Sensitive." Use continuation sheets for explanations or information, as required.

h. Block 6., Impact Test. Specify a value or reaction that indicates the mechanical sensitivity of an energetic material to impact. Provide additional information similar to that required for the friction test.

i. Block 7., Electrostatic Discharge Test. Specify a value or reaction that indicates the sensitivity of an energetic material to an electrostatic discharge (spark). Provide additional information similar to that required for the friction test.

j. Block 8., Fire. Specify an adjective rating to indicate the fire hazard based on ease of ignition, difficulty of extinguishing blaze, and propagation of flame as follows:

(1) Severe. Very flammable and easily ignited. Extremely difficult to extinguish, instantaneous propagation of flame from ignition source (flammable gases, highly volatile flammable liquid, and ethyl ether).

(2) High. Ignitable under normal temperature conditions or rapid burning rate due to own oxygen supply or spontaneously ignites.

Requires immediate deluge to extinguish or prevent propagation of flame (propellants, photoflash powders, white phosphorous, acetone, gasoline, black powder, and M2 propellant).

(3) Moderate. Requires heating before ignition can be obtained. Burning rate or propagation of flame is observable and controllable with standard firefighting procedures (combustible liquids, solid fuels, kerosene, TNT, and ammonium nitrate).

(4) Low. Difficult to ignite. Requires high temperature and long exposure. The fire may not sustain burning without continued heating. Material that readily reacts to produce highly flammable mixtures. There is slow propagation of flame. Small, flame-producing items are oxidizers, squibs, rubber, sulfur, and linseed oil.

(5) None. Nonflammable. Difficult to react to form flammable mixtures.

k. Block 9., Flashpoint. Indicate flashpoint in degrees Centigrade and Fahrenheit obtained in closed cup tests. When open cup flash-point is used, designate "OC" following value. Indicate "NA" or "Unknown," when necessary.

l. Block 10., Autoignition Temperature. Specify minimum temperature, in degrees Centigrade and Fahrenheit, required to initiate and cause self-sustained combustion independently of the heating or heated element. Include apparatus or reference used to obtain the value. Indicate "NA" or "Unknown," when necessary.

m. Block 11., Decomposition Products. Indicate the hazardous products and the type of hazard (toxic, flame, and explosion) produced by thermal decomposition. The term "NA" or "Unknown" shall be avoided.

n. Block 12., Flammability or Explosive Limits. Give flammable and explosive limits by volume of gas or vapor in air, based upon normal atmospheric temperature and pressure. Indicate "NA" or "Unknown," when necessary.

o. Block 13., Explosion. Use an adjective rating (subparagraphs 7.o.(1) through 7.o.(5), below) for the degree of hazard of explosion (a chemical or physical change of state with instantaneous transfer of considerable energy into kinetic form) regarding susceptibility to the initiation and severity of the occurrence, as follows:

(1) Severe. Material is capable of detonation or deflagration in mass. It is very sensitive to heat, shock, and electrostatic discharge and requires precautionary measures to avoid accidental exposure to these stimuli during normal handling operation (primary explosives, primer mixtures, and lead azide (dry)).

(2) High. Material is capable of detonation or deflagration. Relatively insensitive to heat, shock, or electrostatic discharge. It generally requires a strong initiating source of heating under confinement to detonate in mass. The explosion presents at extreme hazard from blaze or fragments (secondary explosives, bombs, mines, grenades, TNT, black powder, and Comp B).

(3) Moderate. Material is not capable of detonation. Can readily react to form explosive mixtures. The explosion can occur from rapid deflagration of mists or dusts (powerful oxidizing material, magnesium powder, flammable gases, highly volatile liquids, ammonium nitrate, and M2 and WC 870 propellants).

(4) Low. Material is not capable of detonation or deflagration. It becomes unstable at elevated pressures and temperatures. The package, amount, or form prevents or contains release of any substantial amount of energy. This can react to form hazardous mixtures (oxidizers, most metallic powders, combustible materials, explosive bellows, piston actuator, and IMR 4831 propellant).

(5) None. Material is not capable of detonation, deflagration, or reaction to form explosive mixes. It is stable even at elevated temperatures.

p. Block 14., Explosion Temperature (5 sec). Specify a temperature at which a 5-second exposure will cause the energetic material to react. A suggested experimental procedure is a 0.02-gm sample (0.01 gm in the case of initiators) of explosives, loose loaded in a No. 8 blasting cap, is immersed for a short period in a Wood's Metal Bath. The temperature to be determined is that which produces explosion, ignition, or decomposition of the sample in 5 seconds, and the behavior of the sample is indicated by "Explodes" or "Ignites" or "Decomposes" placed beside the value. When values are available for times other than 5 seconds, these can be included. For determination of 0.1-second reaction temperature, no cap is used; the explosive sample is placed directly on the freshly cleaned Wood's Metal Bath surface. A 0.1-second reaction time represents any interval that appears instantaneous to the observer's eye and need not be measured. Dashes indicate no action (PA Tech Report No 1402, Rev 1). Indicate "NA" or "Unknown," when necessary.

q. Block 15., Dusts. Record the minimum concentration of a cloud of the specified material that will sustain propagation of flame, also termed the lower limit of explosibility. The value generally is obtained on dust clouds or layers of combustible material. Indicate "NA" or "Unknown," when necessary.

r. Block 16., Health Hazard Information (Toxicity). Indicate an adjective rating to express toxicity under normal conditions of handling and exposure (including the mode of entry and, when available, the TLV and/or the LD50/LC50) as follows:

(1) Severe. Can cause death or irreversible injury with very short exposure even if given prompt medical attention. Special protective clothing and special handling to protect against hazard shall be worn.

(2) High. Can cause death or serious injury with exposure of relatively longer periods of time or intake of small amounts. Protective clothing shall be worn and caution shall he used to avoid contact. Prompt medical attention is required. Medical surveillance may be a requirement.

(3) Moderate. Can cause injury, incapacitation, or possible death with sustained exposure or intake of substantial amounts. Concentrations and duration of exposure have to be controlled. Protective clothing and procedures are recommended but may not be required. Prompt removal or neutralization of contacted area may be required to prevent injury.

(4) Low. Can cause only minor injury, irritation, or discomfort. Removal from exposure generally alleviates condition. Cleanliness, ventilation, and protective clothing may be employed to limit or avoid exposure.

(5) None. Presents no health hazard under ordinary conditions.

s. Block 17., In-Process Hazard Classification. In-process classification is based on the basic item as it exists and is shown on the title line. The in-process hazard is defined as the hazard presented by the item shown in the title while it is unpacked and being handled, not the hazard associated with making the item. The hazard classification while making the item is covered by supporting HCSDS for each specific ingredient, component, composition or mixture, material, assembly, etc. The in-process hazard classification may or may not be the same. The packaging for an item may change the hazard classification.

(1) The in-process classification is to be identified (except for liquid propellants) as follows:

(a)	Class 1.1	Mass Detonating
(b)	Class 1.2	Nonmass Detonating, Fragment-Producing
(c)	Class 1.3	Mass Fire
(d)	Class 1.4	Moderate Fire, No Blast

(2) The in-process hazard classification is to be identified for liquid propellants as follows:

(a)	Group IV	Mass Detonating
(b)	Group III	Container Rupture, Fragment-Producer
(c)	Group II	Strong Oxidizers, Serious Fires
(d)	Group I	Least (Fire) Hazard

(3) The term "None" shall be avoided in denoting the in-process hazard. If the in-process class does not fit one of the indicated categories, specify the type of hazard the in-process handling will constitute (such as toxic hazard) or the part of the HCSDS that refers to the hazard (for example, "See Toxicity").

t. Block 18., Special Requirements. This section and any continuation sheets necessary shall contain:

(1) Reference to documents that control, specify, or otherwise identify the item (for example, drawing, specification, NSN, or FSN).

(2) Schematic or list of parts immediately contained in the specified item with HCSDS and drawing and specification numbers.

(3) Any special precautions particular to the specified item not appearing anywhere else in the TDP or production and procurement package or in the applicable safety manual.

(4) Any additional data/information that could assist in identifying or clarifying specific hazard.

(5) Any synonyms that can be used to describe the specified item (chemical name or formula, commercial brand name, Federal stock numbers) associated with the item (T, M, MK).

(6) Approved packaging drawing numbers. If there are no approved packaging drawings, indicate this fact and show where packaging is covered (specification, provisional packing, and number). If packaging is not covered officially, the classifications for shipping/storage (Items 19 through 22) shall be specified as interim or for intraplant only to meet small or in-process requirements. The applicable sections of Title 49, Code of Federal Regulations, Parts 100-199, shall be specified for packaging, marking, and labeling of interim or intraplant shipment and storage.

(7) The purpose of a block diagram is to provide the contractor with a concise visualization of the component interrelationships. A block diagram shall be constructed on a blank page used for continuation of DD Form 2357 for all HCSDSs that list end item or subassemblies containing hazardous materials in the title block of DD Form 2357. The diagram shall be constructed as follows:

(a) Place the name, identifying number (NSN, drawing number, specification number, and so forth), and HCSDS number from the title block on the DD Form 2357 in a rectangle at the top center of the page.

(b) Place the same data on any component parts or subassemblies containing hazardous materials in similar boxes located beneath the title block item.

(c) The boxes are connected as shown in figure H-1. If more than one component can be used interchangeably in production of the item in the title block, those components are depicted as in figure H-2.

(d) Major inert assemblies, components, or materials used in the title block item may be shown under the boxes (see figure H-1.) listed by noun identifier and drawing number.

(e) The developing Military Service design agent shall decide whether an item is to be considered hazardous or not. A hazardous component or compound shall be broken down to its lowest possible level of hazard. For example, NOL No. 130 compound shall be broken down to lead styphenate, tetracene, antimony sulfide, barium nitrate, and lead azide. Each of these compounds would be shown in the block diagram for NOL No. 130.

SHIPPING/STORAGE CLASSIFICATION OF ITEMS WHEN PACKAGED ACCORDING TO APPROVED PACKING DRAWINGS

u. Block 19., DoD Hazard Class/Division. State the hazard classification as assigned by authorized command based on criteria in DoD 5154.4-S, Interim Change 1. Indicate whether the hazard classification is final or interim.

v. Block 20., DoD Storage Compatibility Group. Include the final or interim storage compatibility group assigned by authorized command based on the criteria in DoD 5154.4-S, Interim Change 1. Indicate whether this is a final or interim assignment.

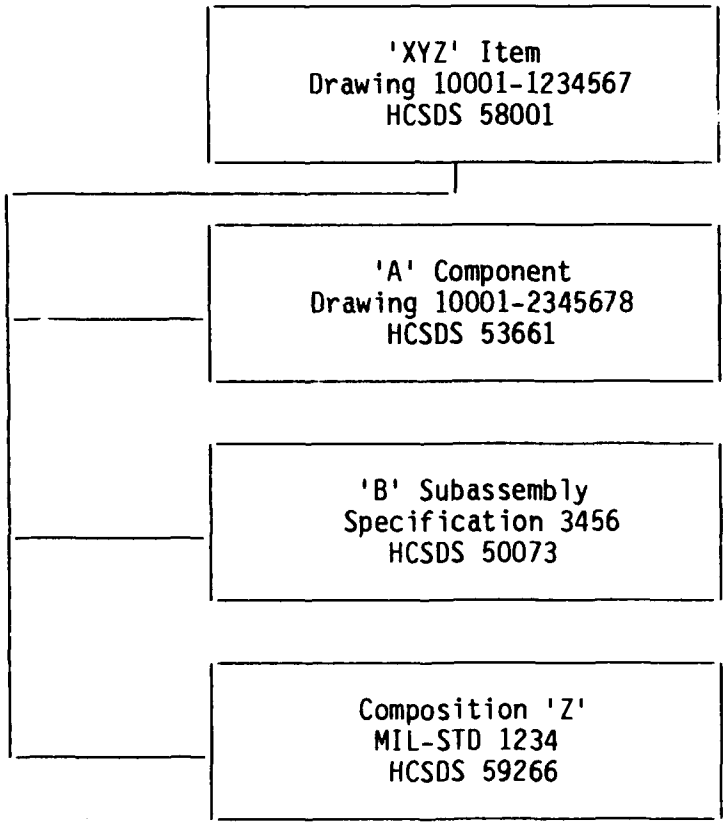
w. Block 21., DoT Hazard Class. Provide the authorized or interim hazard class that complies with Title 49, Code of Federal Regulations, Parts 100-199. Indicate whether this is a final or interim classification.

x. Block 22., DoT Container Marking. Show authorized or interim container marking that complies with Title 49, Code of Federal Regulations, Parts 100-199. Indicate whether this is a final or interim assignment.

y. Block 23., Prepared By. Name, signature, and organization of initiator of form.

z. Block 24., Concurred. Name, signature, and organization of person authorized to concur in technical data presented by developing agency.

aa. Block 25., Safety Office. Name, signature, and organization of Safety Chief of developing agency or authorized representative.



'C' Component Drawing 10001-7654321
'D' Component Drawing 10001-7654322
'E' Subassembly Drawing 10001-7654333

Figure H-1. Sample Block Diagram, DD Form 2357 Continuation Sheet

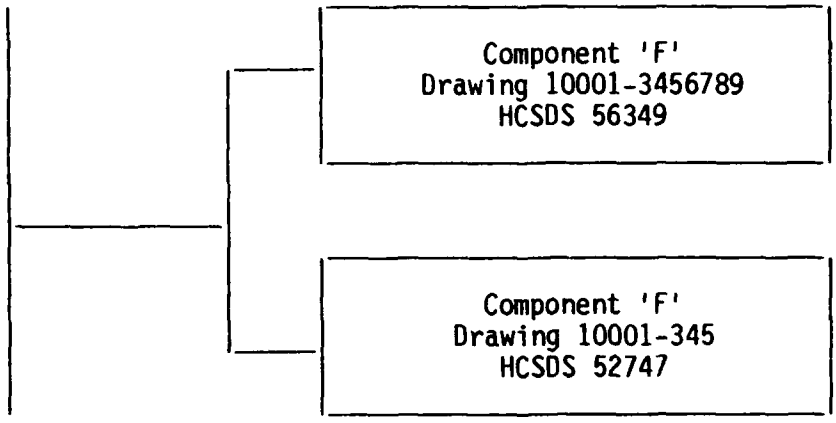


Figure H-2. Sample Display of Multiple Components, DD Form 2357 Continuation Sheet

TOXIC CHEMICAL MUNITIONS

LOGISTICS

JOINT GUIDANCE AND PROCEDURES

APPENDIX I

TOXIC CHEMICAL MUNITIONS LOGISTICS JOINT GUIDANCE AND PROCEDURES

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GLOSSARY

ADARS	Army Acquisition Regulation
ADP	Automated Data Processing
AF	Augmentation Forces
AFLC	U.S. Air Force Logistics Center
AFR	U.S. Air Force Regulation
ALCE	Airlift Control Element
ALD	Available Load Date
AMC	U.S. Army Materiel Command
AMCCOM	U.S. Army Armaments, Munitions and Chemical Command
AMOPS	U.S. Army Mobilization and Operations Planning System
APOD	Aerial Port of Debarkation
APOE	Aerial Port of Embarkation
AR	Army Regulation
CAI	Chemical Accident/Incident
CAIMS	Conventional Ammunition Integrated Management System
CAIRA	Chemical Accident/Incident Response Assistance
CFR	Code of Federal Regulations
CINC	Commander-in-Chief
CLF	Commander, Landing Force
CMC	Commandant of the Marine Corps
CNO	Chief of Naval Operations
COFC	Container-on-Flatcar
CONPLAN	Concept Plan
CONUS	Continental United States
CORE	Contingency Response
COTP	Captain of the Port
DA	Department of the Army
DCS	Deputy Chief of Staff
DESCOM	U.S. Army Depot Systems Command
DoD	Department of Defense
DOT	Department of Transportation
EAD	Earliest Arrival Date
ECU	Environmental Control Unit
EOD	Explosive Ordnance Disposal
FAR	Federal Acquisition Regulation
FOC	FORSCOM Operations Center
FORSCOM	U.S. Army Forces Command
IAW	In accordance with
ICP	Inventory Control Point
JCS	Joint Chiefs of Staff

JDC	Joint Deployment Community
JDS	Joint Deployment System
JMPAB	Joint Materiel Priorities Allocations Board
JOPS	Joint Operational Planning System
JSCP	Joint Strategic Capabilities Plan
LAD	Latest Arrival Date
LOGPLAN	Logistics Plan
LP and P	Logistics Policies and Procedures
MAC	U.S. Air Force Military Airlift Command
MACOM	Major Command
MILSTRIP	Military Standard Requisitioning and Issue Procedures
MOA	Memorandum of Agreement
MOG	Maximum on Ground
MOTSU	Military Ocean Terminal, Sunny Point
MOU	Memorandum of Understanding
MOVP	Military-Owned Vehicle Program
MRO	Materiel Release Order
MRE	Meals Ready To Eat
MSC	U.S. Navy Military Sealift Command
MST	Mission Support Team
MTMC	U.S. Army Miltary Traffic Management Command
NCA	National Command Authority
NICP	National Inventory Control Point
NMP	National Maintenance Point
NWS	Naval Weapons Station
OCCA	Ocean Cargo Clearance Authority
OCONUS	Outside the Continental United States
OHMT	Office of Hazardous Materials (DOT)
OOALC	U.S. Air Force Ogden Air Logistics Center
OPCON	Operational Control
OPLAN	Operations Plan
OPR	Office of Primary Responsibility
OSC	On-Scene Commander
PL	Public Law
POC	Point of Contact
POD	Port of Debarkation
POE	Port of Embarkation
SECDEF	Secretary of Defense
SMCA	Single Manager for Convention Ammunition
SOP	Standing Operating Procedures
SPCC	U.S. Navy Ships Parts Control Center

SPOD	Sea Port of Debarkation
SPOE	Sea Port of Embarkation
TCM	Toxic Chemical Munitions (See Annex M)
TEU	U.S. Army Technical Escort Unit
TO	Technical Order
TOA	Transportation Operating Agency
TOFC	Trailer-on-Flatcar
TPFDD	Time-Phased Force Deployment Data
TPFDL	Time-Phased Force Deployment List
U.S.	United States
USARPAC	U.S. Army Pacific
USC	United States Code
USCG	United States Coast Guard
USTRANSCOM	United States Transportation Command
WESTCOM	U.S. Army Western Command

TCM SUPPLEMENT TO THE JOINT CONVENTIONAL AMMUNITION POLICIES AND PROCEDURES

REFERENCES:

a. Public Law 91-121
b. Public Law 91-441
c. JSCP, Annex B and Annex F
d. JOPS

1. GENERAL

a. This appendix outlines the policies and procedures for responsive support of toxic chemical munitions (TCM) deployment to operational theaters, when such deployment is authorized by the Secretary of Defense. The appendix applies to all DoD Services, commands, agencies, and subordinate installations and activities involved in toxic chemical munitions movements.

b. TCM may be deployed to an operational theater before or after open hostilities (see Annex A). In each of these scenarios, the emphasis must be on timely and responsive support to meet CINC requirements, with due consideration for safety and security.

c. Federal laws and the appropriate provisions of Public Laws 91-121 and 91-441 (5O USC1511-1518) are to be complied with before transporting toxic chemical munitions both within and outside the United States. The President may, however, suspend these Public Laws in times of national emergency.

d. It is the policy of the Department of Defense to comply with applicable state and local laws governing the transportation of TCM, provided that this compliance does not prevent Department of Defense from accomplishing its mission. The Department of Defense will consider Host Nation requirements in the planning and execution of TCM deployment.

e. Apportionment of toxic chemical munitions for planning will be governed by guidance contained in Annexes B and F of the Joint Strategic Capabilities Plan (JSCP).

f. Apportionment of toxic chemical munitions for planning purposes and the allocation of these assets to the CINCs during wartime are accomplished by the Joint Chiefs of Staff (JCS).

g. Enemy Forces. Refer to appropriate intelligence estimates for domestic threats and applicable OPLANs for theater threats.

h. Friendly Forces. Not discussed in this plan; refer to applicable OPLANs/ LOGPLANs.

i. Assumptions:

(1) Minimal advance warning of potential/impending deployment of TCM.

(2) The President suspends Public Laws 91-121 and 91-441.

(3) Upon the Secretary of Defense authorization to deploy TCM from fixed, peacetime locations during times of crisis (preconflict, national emergency or war), the Department of Defense and the Services relax appropriate regulations (e.g, AR 50-6 and AR 50-6-1) and associated documents as necessary for mission accomplishment.

2. MISSION

To plan and provide for the timely and responsive deployment of unitary toxic chemical munitions from storage locations to designated ports of debarkation in an operational theater.

3. CONCEPT OF OPERATIONS

a. Deliberate Planning (see Figure 1).

(1) Theater CINCs submit TCM requirements to support applicable OPLANs to the JCS. The JCS, considering usable assets and the requirements of all theaters, apportions the available TCM among the CINCs for planning purposes.

(2) The CINCs then develop TCM time-phased force deployment data (TPFDDs) based on the JCS apportionments. The U.S. Army Armaments, Munitions and Chemical Command (AMCCOM) sources the TCM for each of the TPFDDs. Sourced depots prepare plans to support CINC requirements.

(3) Theater representatives, the United States Transportation Command (USTRANSCOM), the Transportation Operating Agencies (TOAs), the U.S. Army Materiel Command (AMC), AMCCOM, and the Service Inventory Control Points (ICPs) participate in the refinement of the TCM TPFDDs.

(4) The TCM TPFDDs may be separate or they may be integrated into the OPLAN TPFDD IAW JSCP guidance.

- For TPFDDs separately loaded into the Joint Deployment System (JDS) data base the data will be immediately available for theater validation upon OPLAN execution. The separate TPFDDs should be "flowed" to determine transportation feasibility.
- TCM TPFDDs integrated into the OPLAN TPFDDs should be flowed and validated with other OPLAN requirements.

(5) Appropriate theater component command logistics agencies submit prepositioned MILSTRIP requisitions to their respective Service Inventory Control Points (ICPs). These requisitions will subsequently be forwarded to AMCCOM, the National Inventory Control Point (NICP).

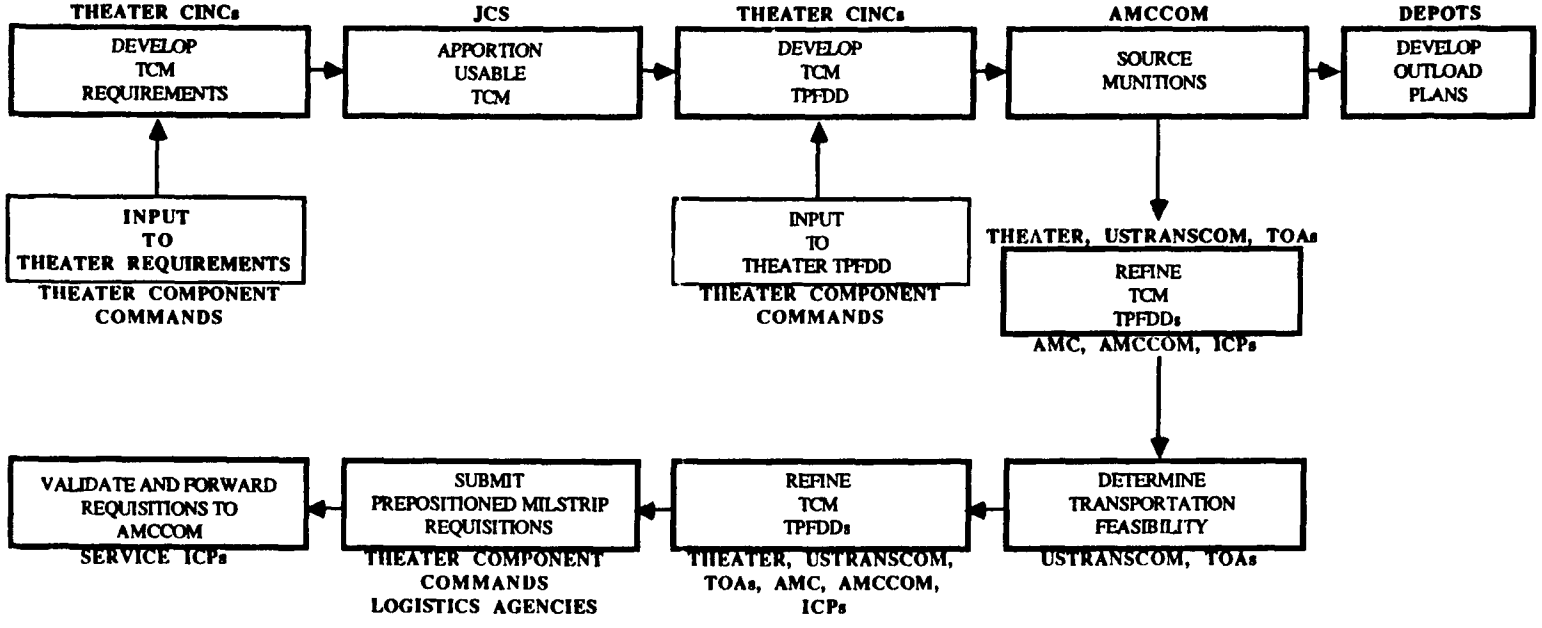


FIGURE 1. DELIBERATE PLANNING

b. Execution (see Figure 2)

(1) Theater CINCs submit requests for TCM deployment to the JCS, with information to AMCCOM.

(2) Designated theater component command logistics agencies activate/modify/change the prepositioned MILSTRIP requisitions to the Service ICPs and AMCCOM, with appropriate information addresses. Additional requisitions, if required, are forwarded to Service ICPs; the Service ICPs validate and forward the requisitions to AMCCOM for action.

(3) Movement of toxic chemical munitions and bulk agents outside of CONUS must be approved by the Secretary of Defense.

- Deployment approval (or disapproval) will be transmitted from the JCS to the theater CINC and other appropriate Services, commands, agencies, and subordinate installations and activities; AMCCOM is an addressee on the message to expedite deployment of TCM for shipment.
- The deployment approval message indicates the status of Congressional or Presidential waiver of Public Laws 91-121 and 91-441.

(4) AMCCOM must be in receipt of both the deployment or employment approval and valid MILSTRIP requisitions before the actual deployment of TCM can be inititated.

(5) AMCCOM sources the requested TCM, if not previously accomplished during the deliberate planning process, and transmits appropriate materiel release orders (MROs) to the sourced storage activity for immediate shipping action. MROs should correlate requisition numbers with corresponding TCM TPFDD Cargo Increment Numbers (CIN).

(6) For contingency/OPLAN deployment:

(a) AMCCOM:

- Provides TCM origins, ALD, quantity and weights to USTRANSCOM and respective CINCs.
- Coordinates movement support requirements with the USTRANSCOM and components (MAC, MTMC and MSC).
- Provides movement instructions to shippers.
- Arranges for technical escorts.

(b) CINC(s) validates requirements to USTRANSCOM for execution.

(c) USTRANSCOM:

- Ensures TCM TPFDD is validated by CINC and AMCCOM.
- Provides TCM TPFDD to MAC for scheduling.
- Manifests MAC provided schedules.
- Monitors TCM deployment from POEs to PODs.
- Components (TOAs) provide required lift and associated support.

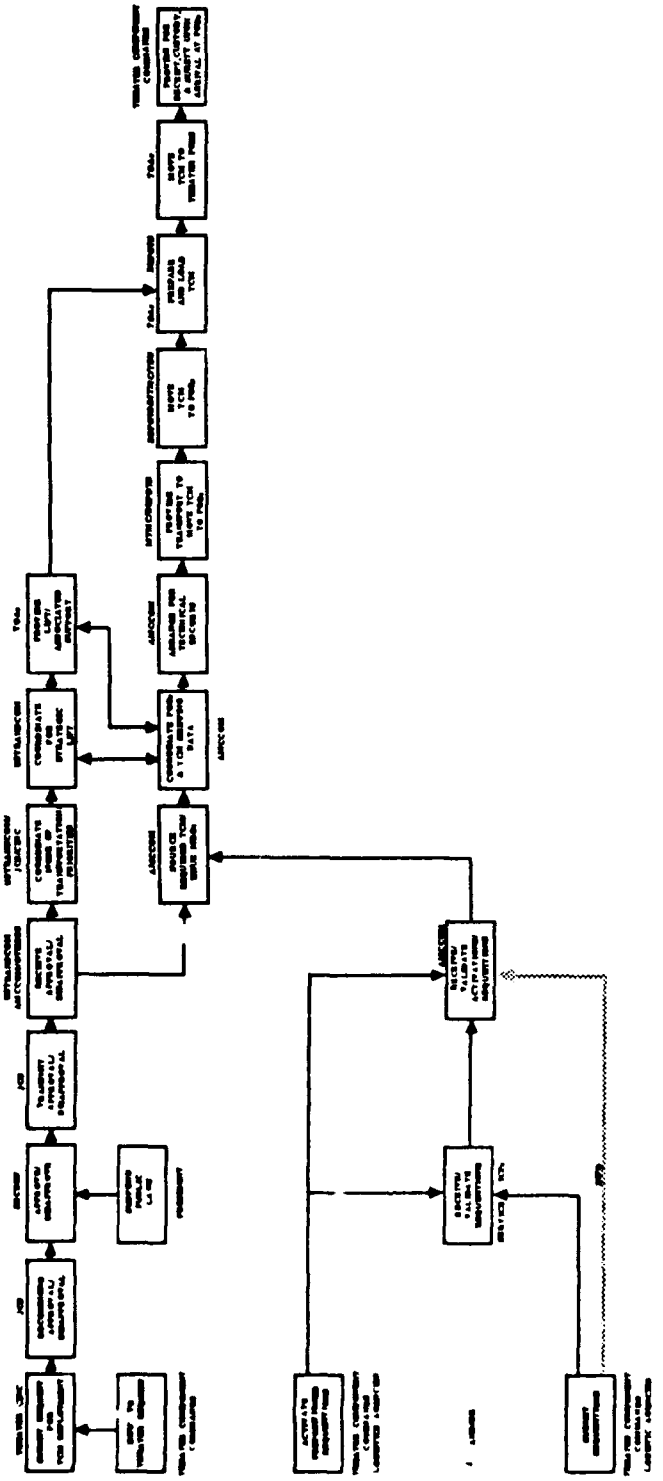


FIGURE 2. EXECUTION

(7) The sourced storage activities outload the TCM and provide requisite safety and security for the TCM during outload operations, for the movement from the storage locations to the POEs, and during operations at departure airfields. Port authorities provide requisite safety and security at the sea ports of embarkation (SPOEs). The sourced storage activities coordinate arrivals of TCM at the departure airfields; MTMC coordinates arrivals of TCM at SPOEs.

(8) Technical escorts from the U.S. Army Technical Escort Unit (TEU) accompany the TCM from the sourced storage activities to the designated ports of debarkation (PODs), as required.

(9) It is DoD policy to comply with applicable state and local laws governing the transportation of TCM, provided that this compliance does not prevent the Department of Defense from accomplishing its mission. Further, it is always DoD policy to conduct required movements of TCM in a safe manner and to provide security for these movements which is consistent with the known or expected threat.

(10) Theater component commands provide for the receipt, custody, accountability, safety, and security of TCM upon arrival at theater PODs.

(11) The nearest military installation will provide the required initial response to TCM accidents/incidents.

4. RESPONSIBILITES

a. This document is effective for planning on receipt and for execution upon receipt of an approval for the deployment of TCM to operational theaters.

b. The annexes to this document detail the responsibilities of the DoD Services, commands, agencies, and subordinate installations and activities in planning for and executing deployment of TCM.

c. Additional annexes contain information relevant to TCM complete rounds/ bombs, requisitioning procedures, TCM apportionment, and TCM sourcing.

d. Services, commands, agencies, and subordinate installations and activities involved in planning for and executing deployment of TCM to operational theaters will develop supporting procedures/SOPs/MOUs/MOAs within 120 days after receipt of this document.

e. Services, commands, agencies, and subordinate installations and activities involved in planning for and executing deployment of TCM to operational theaters will periodically exercise the procedures contained in this document and supporting procedures/SOPs/MOUs/MOAs to maintain proficiency in mission accomplishment.

f. The Executive Director for Conventional Ammunition is responsible for maintenance of this document.

ANNEX A (JOINT CHIEFS OF STAFF (JCS))

REFERENCES:

a. Public Law 91-121
b. Public Law 91-441
c. JSCP, Annex B and Annex F
d. JOPS

1. **GENERAL** This Annex explains U.S. policy on chemical warfare and provides information on actions taken by the Joint Staff in support of toxic chemical munitions (TCM) deployment.

2. **POLICY** The United States renounces the first use of lethal and incapacitating weapons as set forth in the 1925 Geneva Protocol and ratified by the United States in 1975. The United States supports the objective of obtaining a multinational, verifiable treaty prohibiting the development, production, and stockpiling of chemical munitions. Until such a treaty is attained, the United States will pursue deterrence through a strong defensive posture and a credible retaliatory capability. If deterrence fails, the U.S. reserves the right to retaliate with chemical munitions in response to an enemy's use against U.S. or allied forces.

3. **REQUESTS FOR DEPLOYMENT**

(a) The Emergency Action Procedures of the Joint Chiefs of Staff (EAP-JCS) prescribe the emergency action messages and procedures used by JCS to maintain command and control of chemical weapons. The CINCs initiate requests to the Joint Chiefs of Staff for deployment of TCM (IAW JCS EAP, Vol. I, Chapter VI).

(b) CINCs may request TCM deployment:

(1) During peacetime if prepositioning stocks are considered necessary for deterrence and national security.

(2) During periods of increased tension if intelligence indicates that chemical munitions may be used against U.S. or allied forces.

(3) Prior to initiation of open hostilities.

(4) After initiation of open hostilities.

(c) The CINCs' request for deployment should include:

(1) TCM shipment lift priorities.

(2) Type and quantity of TCM required.

(3) Potential airflow and seaflow trade-offs necessary to accommodate the requested TCM flow.

(d) The JCS reviews the CINC's request for deployment and recommends approval or disapproval to the Secretary of Defense. The review consists of a decision paper that is coordinated within the Joint Staff and with each Service, and/or a decision briefing to the Joint Chiefs of Staff (comprised of the Chairman, JCS, and the Service Chiefs). The JCS recommendation is then forwarded to the Secretary of Defense for approval or disapproval.

4. **APPROVAL AUTHORITY** The Secretary of Defense may authorize the transportation and deployment of TCM after complying with the provisions of Public Law 91-121 as amended by Public Law 91-441. In a state of declared war or national emergency, the Public Law restrictions may be suspended by the President.

5. **NOTIFICATION OF APPROVAL OR DISAPPROVAL**

(a) Upon receipt of the decision of the Secretary of Defense, the Joint Chiefs of Staff informs the requesting CINC of the outcome of the request.

(b) The Secretary of Defense approval will be passed from the Joint Chiefs of Staff to the Services, Service logistical agencies, and to the Service ammunition national inventory control point as evidence that shipment of the TCM is approved. The quantity and type of TCM approved for deployment is a function both of the CINC's request and the Secretary of Defense's approval.

6. **APPORTIONMENT** For deliberate planning, the Joint Strategic Capabilities Plan (JSCP), Annex B provides the apportionment methodology for worldwide TCM stocks, which are detailed in JSCP, Annex F. The type and quantity of unitary TCM apportioned to CINCs will be provided to USTRANSCOM, AMCCOM, and the Service ICPs.

7. **ALLOCATION** During execution, the allocation of unitary TCM will be accomplished by the Joint Material Priorities and Allocations Board in accordance with MJCS-6-83, "Conventional Ammunition Allocation Policies and Procedures."

8. **DEPLOYMENT PLANNING** SM-362-84, "Joint Operation Planning System (JOPS), Volume 1," prescribes that time-phased chemical deployment requirements should be prepared from information obtained from the Service component commanders. The supported commander will consolidate deployment requirements into a single time-phased list. A TPFDD file will be prepared from this list.

9. **DEPLOYMENT MONITORING** The sensitivity of TCM deployments requires National Command Authorities have the capability to monitor TCM deployments from their origins to theater ports of debarkation.

ANNEX B (SERVICE HEADQUARTERS)

REFERENCES:

a. JSCP.
b. JOPS.
c. Chief of Staff Regulation (CSR) 5-14, Management of Nuclear and Chemical Matters.
d. Applicable CINC OPLANS.

1. GENERAL

a. This Annex outlines areas of responsibility pertinent to the Service Headquarters for support and deployment of toxic chemical munitions (TCM).

b. The Secretary of Defense has designated the Secretary of the Army as the DoD Single Manager for Conventional Ammunition (SMCA).

c. The SMCA mission is to manage DoD conventional ammunition acquisition, logistics, (including supply, distribution, transportation, storage, maintenance, renovation, demilitarization, and disposal), financial management, and personnel and training functions. TCM is a subclass of conventional ammunition.

2. RESPONSIBILITIES

a. U.S. Army:

(1) Overall management and supervision of the TCM stockpile to include:

(a) Coordination of the management of TCM throughout their operational life cycle (DAMO-SWC).

(b) Development of policy and guidance pertaining to transportation of TCM and related materiel (DALO-TSP).

(c) Coordination of the planning for allocation and deployment of TCM for JCS approval (DAMO-SWC/DALO-SMA).

(d) Coordination of the management of the chemical weapons stockpile reliability program, and development of policy and funding requirements for logistic aspects of the chemical weapons stockpile surveillance and reliability programs (DALO-SMA).

(e) Review of the execution of TCM deployments (DAMO-SWC).

(f) Staff direction for site and munitions maintenance (DALO-SMA).

(g) Establishment of policy for logistics support functions (DALO-SMA).

(2) Develops logistics policy and procedures contained in joint publications for which the Army is the proponent (DALO-SMA).

(3) Manages the U.S. Army chemical surety program (DAMO-SWS).

(4) Establishes physical security policy (DAPE-HRE).

(5) Obtains applicable waivers necessary for TCM deployment (DALO-SMA).

(6) Ensures current threat analyses are provided to commanders involved in TCM deployments (DAMI-FIT).

(7) Ensures appropriate commands are prepared to provide safety and security for TCM at Army enroute/divert airfields/airports.

(8) Ensures appropriate commands are prepared to provide decontamination support and disposition of leaking TCM at Army enroute/divert airfields/airports. Decontamination of aircraft interior and exterior surfaces will be accomplished under the supervision of the aircraft crew chief or another crew member.

(9) OPR for Army responsibilities is HQDA, DALO-SMA.

b. U.S. Air Force:

(1) Ensures current threat analyses are provided to commanders involved in TCM deployment.

(2) Purchases 463L pallets, nets and tie-down devices (approximately 410 sets) for prepositioning at U.S. Army depots, as specified in Appendix III to Annex G and Appendix I to Annex I.

(3) If required for mission accomplishment, waivers T.O. 11C15-1-3, Chapter 4 requirements to allow use of metal alloy corrosive decontaminants on aircraft.

(4) Ensures appropriate commands are prepared to provide safety and security for TCM at Air Force enroute/divert airfields/airports.

(5) Ensures appropriate commands are prepared to provide decontamination support and disposition of leaking TCM at Air Force enroute/divert airfields/airports. Decontamination of aircraft interior and exterior surfaces will be accomplished under the supervision of the aircraft crew chief or another crew member.

(6) OPR for Air Force responsibilities is HQ USAF/LE.

c. U.S. Navy:

(1) Ensures current threat analyses are provided to commanders involved in TCM deployment.

(2) Ensures appropriate commands are prepared to provide safety and security for TCM at Navy enroute/divert ports and/or airfields/airports.

(3) Ensures appropriate commands are prepared to provide decontamination support and disposition of leaking TCM at Navy enroute/divert ports and/or airfields/airports. Decontamination of aircraft interior and exterior surfaces will be accomplished under the supervision of the aircraft crew chief or another crew member.

(4) OPR for Navy responsibilities is OPNAV 411.

d. U.S. Marine Corps responsibilities are discussed in Appendix III to Annex E.

e. U.S. Coast Guard responsibilities are discussed in Annex K.

ANNEX C (THEATER CINCS AND COMPONENT COMMANDS)

REFERENCES:

a. JOPS
b. JSCP
c. Applicable OPLANs/CONPLANs

1. **GENERAL** This Annex outlines the responsibilities of theater CINCs and their component commands pertinent to planning for and execution of TCM deployment.

2. **RESPONSIBILITIES**

a. Theater CINCs:

(1) Determine time-phased TCM requirements for the support of applicable OPLANs.

(2) Develop TCM TPFDD based on the JCS apportionments.

(3) In coordination with JCS, USTRANSCOM, AMC, AMCCOM, Service ICPs, and the TOAs, refine and validate TCM TPFDD as required.

(4) Determine extent the TCM TPFDD is to be integrated with the OPLAN TPFDD during the deliberate planning process.

(5) Submit requests for TCM deployment.

(6) Notify component commanders to submit or activate TCM requisitions to support deployment requests.

(7) Determine/validate the mode of transportation and priorities for TCM deployment.

(8) Designate PODs for TCM.

b. Theater Component Commands:

(1) Assist CINC in TCM TPFDD development as required.

(2) Submit pre-positioned requisitions to appropriate Service ICPs to support the theater TCM TPFDD.

(3) Activate pre-positioned requisitions or submit initial requisitions to support CINC deployment requests.

(4) Provide for the receipt, accountability, safety, and security of TCM upon their arrival at theater PODs.

(5) Provide decontamination support and disposition of leaking TCM at designated PODs.

(6) Assist in the expeditious return of TCM technical escorts to CONUS/ Johnston Island, as appropriate.

c. OPR for this Annex is JCS/J-5 Nuc/Chem.

ANNEX D (U.S. TRANSPORTATION COMMAND (USTRANSCOM))

REFERENCES:

a. JOPS, Volume I
b. JSCP, Annexes B and F
c. JCS Memo 24-87, Implementation Plan for the U.S. Transportation Command, 2 March 1987.

1. GENERAL This Annex outlines U.S. Transportation Command (USTRANSCOM) responsibilities and procedures in the development of TCM TPFDD during the deliberate planning process and the deployment of TCM at the time of OPLAN execution/crisis action system implementation.

2. RESPONSIBILITIES

a. Deliberate Planning/Refinement Responsibilities:

(1) In conjunction with the Joint Deployment Community (JDC), validate the supported CINC's TCM TPFDD regarding the identification/availability of TCM and transportation, and coordinate corrective actions.

(2) Coordinate TCM transportation requirements IAW transportation priorities established by JCS and/or the supported CINC(s).

(3) Ensure TCM TPFDD is loaded into the JDS data base once the OPLAN is approved by JCS.

b. Execution Planning/Deployment Responsibilities:

(1) Coordinate deployment actions IAW JCS guidance for no-plan and multi-plan situations.

(2) Provide closure estimates and other data to supported CINC(s) for developing alternative courses of action and determining the TCM flow into the theaters.

(3) Monitor TCM deployment, in conjunction with AMCCOM, DESCOM, and the USTRANSCOM components (MAC, MTMC, and MSC) from POE to POD.

3. ACTIONS

a. Actions During Deliberate Planning/Refinement:

(1) Monitor CINC's TCM TPFDD pre-refinement preparations to ensure TCM requirements are developed and sourced.

(2) Assist CINC(s) in the finalization of TCM TPFDD(s), and in conjunction with the JDC, validate each TPFDD, ensuring required coordination is accomplished.

(3) Ensure TCM TPFDD is loaded into the JDS data base once the OPLAN is approved by JCS. (NOTE: Integration/separate loading of TCM TPFDDs into JDS is a CINC decision; however, separate loading is the preferred method. Separate loading minimizes required JDC actions at execution.)

(4) Ensure that the supported commander documents all requirements, sourcing, and shortfalls.

b. Actions During Execution Planning/Refinement:

(1) Activate Deployment Action Team (DAT).

(2) Monitor CINC TCM deployment requests and maintain close coordination with JCS, AMCCOM, and MAC.

(3) Request TCM TPFDD validation (once NCA deployment/release approval received) from:

(a) CINC (priorities, EAD/LAD/RDD, and PODs (Destination options)).

(b) AMCCOM (origins, ALD, quantities, and weights).

(4) Notify MAC once validation completed.

(5) Ensure MAC pulls the first seven days of TCM requirements and schedules the first four.

(6) Manifest the first four days of TCM scheduled movements. (NOTE: TCM manifesting is to be considered a special case during OPLAN execution. Normal JDS manifesting is an allocation of notional CINs to carriers. To ensure positive control at execution, TCM CINs must match actual munitions types and quantities, and will be specifically assigned to actual carriers.

(7) Ensure AMCCOM and the TOAs pull data from JDS master scheduling file.

(8) Monitor TCM deployment and report deployment status as required.

(9) Continue to manifest MAC schedules.

4. Deliberate Planning POC is TCJD-P. Execution Planning POC is TCJD-O.

ANNEX E (SERVICE ICPS)

REFERENCES:

See individual appendices.

1. **GENERAL** This Annex outlines the TCM-related responsibilities of Service Inventory Control Points (ICPs) in support of this plan.

2. **RESPONSIBILITIES**

a. Air Force ICP responsibilities are presented in Appendix I to this Annex.

b. Navy ICP responsibilities are discussed in Appendix II to this Annex.

c. Marine Corps ICP responsibilities are presented in Appendix III to this Annex.

d. OPR for this Annex is NICP/AMCCOM AMSMC-RD.

APPENDIX I (AIR FORCE ICP -- OOALC) TO ANNEX E (SERVICE ICPS)

REFERENCES:

a. PACAF OPLAN 5027/5000/5001
b. USCENTAF OPLANs - All 1000 Series
c. USAFE OPLAN 4102/4112
d. AFM 355-4 - Employment of Chemical Agents
e. AFLC WMP-1 - War and Mobilization Plan
f. Ogden ALC WMP - War and Mobilization Plan
g. AFR 136-4 - Responsibilities for Technical Escort of Dangerous Materials
h. USAF WMP-1 - War and Mobilization Plan
i. AFLCR 136-4 - Responsibilities for Technical Escort of Dangerous Materials
j. AFR 127-100 - Explosive Safety Standards
k. AFR 71-4 - Preparation of Hazardous Materials for Military Air Shipment
l. AFR 355-1 - Disaster Preparedness, Planning and Operation
m. AFR 355-5 - Armed Forces Doctrine for Chemical Warfare and Biological Defense
n. AFLC Supl 1 to AFR 355-1
o. HAFB OPLAN 355-1 - Disaster Preparedness Operations Plan
p. TO 11A-1-46 - Fire Fighting Evidence, Transportation and Storage, Management Data and Ammo Complete Round Chart

1. GENERAL

a. This Appendix outlines the areas of responsibilities of the Ogden Air Logistics Center (OOALC), Hill AFB, UT, the Air Force Inventory Control Point (ICP) for TCM:

Ogden Air Logistics Center
OOALC/MMW
Hill AFB, UT 84056-5609

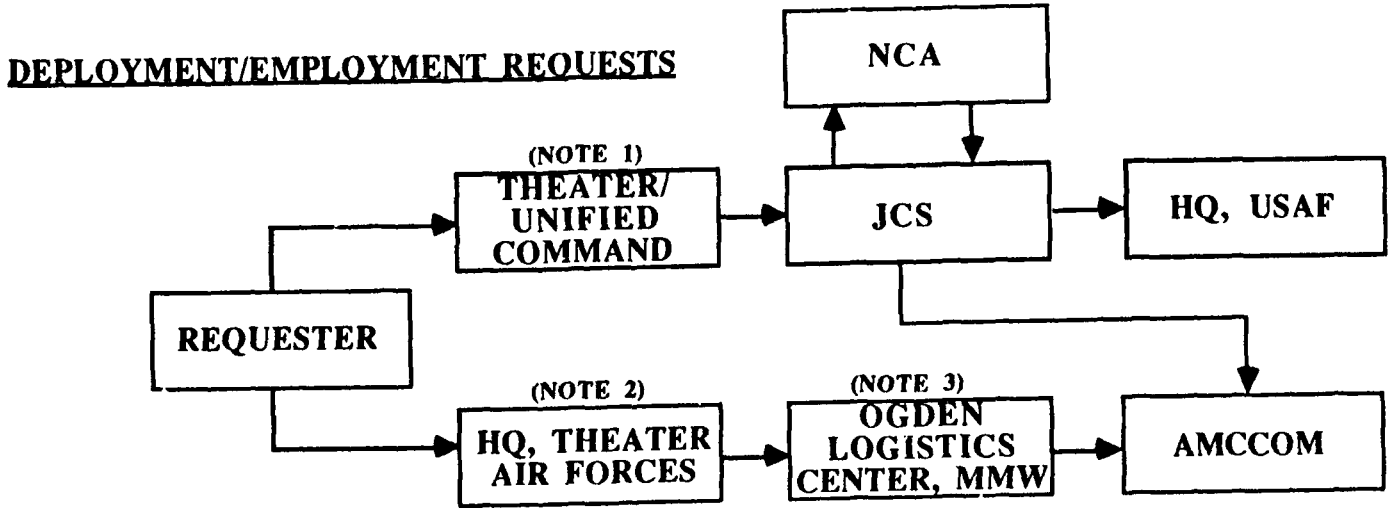
Message: DIR MAT MGT HILL AFB UT//MMW//

b. This Appendix supports AFLC WMP-1, Annex E, Appendix IV.

c. All Air Force-owned TCM are stored at depots managed by the SMCA.

2. RESPONSIBILITIES

a. Agencies shown in Figure E-1 will perform the roles indicated. The upper portion of the figure shows the flow for requesting TCM deployment and the lower portion indicates the flow of TCM requisitions. Arrows in the figure represent appropriately classified message traffic. The action agency is the agency to which the arrow points, but the following agencies will be included as information addresses when not designated as the action agency:



NOTES: 1 - Addressee will be one of the following, as appropriate, and will state full justification for request.

USCINCPAC Camp Smith HI//J42/J541//
USCINCEUR Vahingen GE//ECJ4-7/ECJ5//
USCINCCENT MacDill AFB FL//CCJe/CCJ4//*
USCINCLANT Norfork VA//J421/J521//
CINCCFC Seoul KOR//CFCD-PL-C//

2 - Addressee will be one of the following, as appropriate.

HQ PACAF Hickam AFB HI//LGW//
HQ USAFE Ramstein AB GE//LGW//
USCINCAFLANT Langley AFB VA//LGW//

3 - Addressee will be as follows and will include detailed requestion data in Milstrip Format.

DIR MAT MGT Hill AFB UT//MMW//

*May be deployed away from MacDill AFB; Must check current address

FIGURE E-1. AIR FORCE TCM REQUEST/REQUISITON FLOW

OGDEN ALC HILL AFB UT//CC//XR//
DIR MAT MGT HILL AFB UT//MMW//
AFLC LOC WRIGHT PATTERSON AFB OH//CF//
HQ USAF WASHINGTON DC//LEYW//
THEATER COMMAND (See Figure E-1)
HQ THEATER AIR FORCES (See Figure E-1)
REQUESTOR
JDA MACDILL AFB FL//JDDX//
CDR AMCCOM ROCK ISLAND IL//AMSMC-DS/RM//

b. OOALC shall:

(1) Coordinate with AMCCOM concerning management, maintenance, and sourcing of Air Force-owned TCM, as required.

(2) Receive, review, and validate all TCM requisitions for Air Force-owned TCM.

(3) Prepare and transmit validated TCM MILSTRIP requisitions to AMCCOM for action.

(4) Monitor TCM support actions and deployments in accordance with internal Air Force procedures.

(5) Consider prepositioning TCM MILSTRIP requisitions at NICP IAW CINC need for more responsive deployment posture and/or increase in combat readiness posture.

c. OPR for this Appendix is OOALC/MM.

APPENDIX II (NAVY ICP -- SPCC) TO ANNEX E (SERVICE ICPs)

REFERENCES:

a. CINCPACFLTINST 8010.12, Subject: PACFLT Conventional Ordnance Management Manual
b. CINCLANTFLTINST 8010.12, Subject: Atlantic Fleet Conventional Ammunition Management Manual
c. OPNAVINST 8070.1B, Subject: Responsibilities for Technical Escorts of Dangerous Material
d. SPCCINST 8010.12, Subject: Policy, Procedures, Responsibilities for Supply Management of Conventional Ammunition

1. GENERAL

This Appendix outlines the responsibilities pertinent to the U.S. Navy (including U.S. Marine Corps Air) for deployment of Toxic Chemical Munitions.

2. RESPONSIBILITIES

a. Fleet Commanders-in-Chief:

(1) Requesting authority, where applicable, for early forward deployment of chemical munitions/agents in support of operation plans.

(2) Requesting chemical munitions/agents, if needed, and planning receipt and distributions.

(3) Sourcing TCM in conjunction with Unified and Specified Command Time-Phased Force and Deployment Data (TPFDD).

(4) Initiating MILSTRIP requirements to SPCC, Mechanicsburg for chemical munitions/agents and supporting peculiar and common components, if required, concurrent with submittal of the request for deployment to the Unified Command. Requisitioning of common components for PAC/LANT/EUR assigned units will be in accordance with references (a) and (b), respectively.

(5) Establishing detailed implementing procedures for security, safety, storage, requisitioning, and movement of in-theater TCM.

(6) Developing plans and procedures, including inter-service support, for responding to, controlling, and recovery from TCM munitions accidents/incidents.

(7) Emergency movement of in-theater chemical stocks to ensure survivability.

(8) Providing escorts and/or arranging escorts of TCM for intra-theater movement and from Port of Debarkation (POD) to the end user and/or storage location. Provisions of reference (c) apply.

b. Numbered Fleet Commands (Second Fleet, Third Fleet, Sixth Fleet, Seventh Fleet, and Marine Amphibious Force):

(1) Advising Fleet Commanders-in-Chief of the requirements for deployment of TCM.

(2) Recommending TCM type, quantity, required delivery date, and proposed deployment/employment locations of TCM in accordance with FLTCINC's instruction.

(3) Requesting deployment approval.

(4) Upon receipt, provide Ammunition Transaction Item Reports (ATRs) to the Conventional Ammunition Integrated Management System (CAIMS) in accordance with applicable command reporting procedures.

c. Navy Inventory Control Point (SPCC Mechanicsburg):

(1) Receiving MILSTRIP requirements from Fleet Commanders-in-Chief or their logistics agent.

(2) Validating MILSTRIP data elements, exclusive of quantity, and forwarding the MILSTRIP requirements for TCM end items and peculiar components to AMCCOM by message.

(3) Monitoring support actions and materiel movement until receipted into the Navy CAIMS.

(4) Processing MILSTRIP requirements for common TCM components in accordance with references (d) and (e).

(5) Consider prepositioning TCM MILSTRIP requisitions at NICP IAW CINC need for more responsive deployment posture and/or increase in combat readiness posture.

d. OPR for this Appendix is OPNAV 411C4.

APPENDIX III (MARINE CORPS ICP -- CMC LMG) TO ANNEX E (SERVICE ICPS)

REFERENCE:

MCO 8010.ID (Next revision will reflect that those assets will be allocated to the CINCs by JCS).

1. **GENERAL** This Appendix outlines the areas of responsibility of the Marine Corps ICP, CMC-LMG, for Marine Corps-owned ground-employed TCM. SPCC, the Navy ICP for TCM, is responsible for Marine Corps air-employed munitions.

Commandant of the Marine Corps
Headquarters, U.S Marine Corps
Code LMG
Washington, DC 20380-7001

Message: CMC WASH DC//CODE LMG//

2. **RESPONSIBILITIES**

a. The Commander, Landing Force (CLF) shall:

(1) As and when directed, determine initial requirements for TCM and associated components using Marine Ammunition Requirement Support Order (MARSO) 1500-85 as the guide for selecting the appropirate TCM for the weapons deployed.

(2) Submit requests for TCM deployment/employment, as appropriate, to the Fleet or Theater CINC, or other echelon commander exercising operational control (OPCON) over the CLF.

(3) Concurrent with or immediately after submission of a deployment/ employment request, submit MILSTRIP requisitions or activation of prepositioned requisitions for the required TCM to the Fleet or Theater CINC, or next echelon commander with OPCON, with information copies to: Commandant of the Marine Corps (CMC-LMG/ASL); Commander, AMCCOM, Rock Island, IL (AMSMC-DSD-AS/AMSMC-DSP-M/MCLNO-LMA; JCS J-4; and appropriate CINCs.

b. The receiving CINC or OPCON commander shall:

(1) Forward requests for TCM deployment/employment to the Theater CINC, as appropriate.

(2) Forward MILSTRIP requisitions to the Commandant of the Marine Corps (CMC-LMG), with information copies to other addresses identified in paragraph 2a(3) above.

c. Commandant of the Marine Corps (CMC-LMG) shall:

(1) Coordinate with AMCCOM concerning management, maintenance, and sourcing of Marine Corps-owned TCM, as required.

(2) Receive, review, and validate TCM MILSTRIP requisitions for Marine Corps ground-employed TCM.

(3) Prepare and transmit validated TCM MILSTRIP requisitions to AMCCOM for action.

(4) Monitor TCM support actions and deployments in accordance with internal Marine Corps procedures.

(5) Consider prepositioning TCM MILSTRIP requisitions at NICP IAW CINC need for more responsive deployment posture and/or increase in combat readiness posture.

d. OPR for this Appendix is CMC LMG.

ANNEX F (ARMY MATERIEL COMMAND (AMC))

REFERENCES:

a. AR 500-5, Army Mobilization and Operations Planning System (AMOPS).
b. AMC Logistics Policies and Procedures for Contingency Planning (LP and P).
c. AMC-R 10-2, AMC Organization and Functions.

1. GENERAL

a. The Army Mobilization and Operations Planning System (Ref. a) designates the Commander, AMC as the DA coordinating authority for the provision of supply support to Army Forces committed to a military operation.

b. The AMC Logistics Policies and Procedures for Contingency Planning (Ref. b) provides policies, procedures, and responsibilities for planning and execution of AMC logistic support of unified and specified command Operations Plans (OPLANs).

c. The Secretary of the Army delegated authority to Commander, AMC for execution of DoD Single Manager for Conventional Ammunition (SMCA) responsibilities. The mission includes acquisition, distribution, transportation, storage, maintenance, demilitarization, and disposal of toxic chemical munitions (TCM).

d. The U.S. Army Armament, Munitions and Chemical Command (AMCCOM) is the principal field operating activity for SMCA.

2. RESPONSIBILITIES

a. Executive Director for Chemical and Nuclear Matters.

(1) Serves as the AMC element responsible for providing policy, guidance, direction, and oversight for materiel management of all chemical systems, to include munitions, defense materiel, smoke, and bulk agents.

(2) Serves as AMC point of contact for all chemical surety related matters. Exercises staff oversight for the surety of all chemical weapons and bulk agents in the custody of AMC.

(3) Serves as responsible proponent of AMC's chemical contamination survivability programs, including promulgation of policy and regulation.

(4) Assures integration and coordination of all aspects of chemical programs within AMC. This includes research, development, testing, supply, maintenance, transportation, safety, surety, and medical activities within HQ AMC.

(5) Advises and assists AMC staff, Major Subordinate Commands, field activities and the SMCA, as appropriate, on chemical matters.

b. Program Executive Office - Ammunition:

(1) Establishes policy and provides guidance for accomplishment of AMC's TCM acquisition, supply, maintenance, and transportation responsibilities, to include inventory and accountability management, storage, transportation, demilitarization, disposal, depot maintenance.

(2) Serves as ammunition PAA, program/resource manager, to include TCM for the Army Ammunition Budget, Program Objective Memorandum; and for the AMC Ammunition Major Item Distribution Plan and execution thereof.

(3) Serves as central focal point for HQ AMC for all SMCA actions.

(4) Performs AMC staff management for fielded conventional munitions, including conventional chemical munitions, and for toxic chemicals.

(5) Serves as Office of Primary Responsibility (OPR) for all ammunition taskings by higher headquarters and for responses thereto.

(6) Exercises staff supervision and functional direction on TCM issues relative to National Maintenance Point(s), National Inventory Control Point, and U.S. Army Depot System Command.

(7) Ensures the air worthiness of TCM for possible deployment by strategic airlift.

c. Deputy Chief of Staff for Readiness:

(1) Serves as principal HQ AMC staff element for development, coordination, and preparation of AMC Logistic Support Plans (LOGPLANs) in support of contingency operations. AMC LOGPLANs address TCM operations, as appropriate.

(2) Provides staff guidance with regard to prepositioning TCM requisitions prior to OPLAN execution.

(3) Provides HQ AMC interface with the USTRANSCOM.

(4) Provides staff management and command coordination for the execution of AMC LOGPLANs.

(5) Disseminates, as appropriate, notification of National Command Authority approval for the deployment of TCM. AMCCOM will be an addressee on the JCS message.

d. Deputy Chief of Staff for Personnel:

(1) Reviews and evaluates AMC programs, procedures, and mission accomplishments relating to physical and in-transit security of chemical surety materiel.

(2) Serves as functional proponent within HQ AMC responsible for execution of chemical surety movements.

e. OPR for this Annex is HQ AMC, AMCRE-PW.

ANNEX G (U.S. ARMY ARMAMENT, MUNITIONS AND CHEMICAL COMMAND (AMCCOM))

REFERENCE:

AMC Logistics Policies and Procedures for Contingency Planning (LP and P).

1. GENERAL

a. This Annex provides guidance and responsibilities for the logistics support necessary in the development of Time-Phased Force Deployment Data (TPFDD), storage, maintenance, and shipment of toxic chemical munitions (TCM).

b. HQ, AMCCOM, as the principal field operating agency for the Single Manager for Conventional Ammunition (SMCA), is the National Inventory Control Point (NICP), and the National Maintenance Point (NMP) for TCM. In this capacity, HQ, AMCCOM provides technical expertise in policy and procedure development and implementation for supply, inventory accountability, storage, maintenance, transportation, and technical escorts.

2. RESPONSIBILITIES

a. Responsibilities, policies, and procedures for HQ, AMCCOM support of TCM deployments to operational theaters are addressed in the following appendices to this Annex:

Appendix I	-	Defense Ammunition
Appendix II	-	Transportation and Traffic Management
Appendix III	-	Storage Installation
Appendix IV	-	Technical Escort Unit

b. OPR for this Annex is HQ, AMCCOM, AMSMC-RD.

APPENDIX II (TRANSPORTATION AND TRAFFIC MANAGEMENT DIRECTORATE) TO ANNEX G (AMCCOM)

REFERENCES:

a. AR 55-355, Defense Traffic Management.
b. AR 740-32, Responsibilities for Technical Escort of Hazardous Materials.
c. TM 38-250, Preparation of Hazardous Materials for Military Air Shipment.

1. GENERAL

a. This Appendix provides information, tasking, and planning guidance for the development of transportation requirements in support of TCM deployment.

b. This Appendix applies primarily to the Transportation and Traffic Management Directorate (AMSMC-TM).

c. The Transportation Operating Agencies (TOAs)--Military Airlift Command (MAC), Military Sealift Command (MSC), and Military Traffic Management Command (MTMC)--support the deployment of TCM using military and/or commerical assets.

2. RESPONSIBILITIES

a. In coordination with the Defense Ammunition Directorate, identify supply sources stocking the requested items and direct movement.

b. Identify departure airfields in coordination with MAC and depots.

c. Upon contingency/OPLAN deployment of TCM validate TCM origins, ALD, quantity and weight to USTRANSCOM and respective CINCs.

d. Arrange for technical escorts.

e. Plan/coordinate with all concerned Services, commands, agencies, and installations for deployment of TCM from point of origin to PODs.

(1) For air mode:

(a) Request positioning of Mission Support Teams (MST)/Airlift Control Elements (ALCE) and AF 463L materiel handling equipment (MHE) at MAC approved onload airfields identified in Annex I, Appendix I, Paragraph 2.

(b) Provide instructions to shippers to arrange for commercial motor transportation routings and releases with appropriate MTMC area offices for convoy movement to designated onload airfields.

(2) For surface mode:

(a) Arrange with appropriate MTMC area International Traffic (IT) office for ocean transportation, designation of CONUS port of embarkation, and vessel onberth date.

(b) Request appropriate MTMC area Inland Traffic (IN) office furnish special train services and export routing and release information to CONUS shippers.

(c) Provide instructions to shippers to utilize MTMC rating, routing, and release data to obtain commercial carrier rail equipment for cargo, escorts, decontaminant, and other support equipment for train makeup and shipment to meet MTMC provided cargo in port date.

f. OPR for this Appendix is HQ, AMCCOM, AMSMC-TM.

APPENDIX III (DESCOM DEPOTS/WESTCOM STORAGE ACTIVITY) TO ANNEX G (AMCCOM)

REFERENCES:

See Basic Annex and Appendices I and II.

1. GENERAL

a. This Annex provides guidance and describes responsibilities of DESCOM depots/ WESTCOM storage activity (hereafter collectively referred to as depots) in the deployment of toxic chemical munitions (TCM).

b. The depots have the overall missions of:

(1) Providing accountability, safety, security, and maintenance of TCM stored at the depot.

(2) Outloading the TCM onto organic transportation assets or assets provided by MTMC.

(3) Transporting the TCM to designated departure airfields.

(4) Assisting Air Force personnel in building TCM 463L pallets at the designated departure airfields. (See Appendix II to Annex I for pallet drawings.)

(5) Ensuring security for the designated departure airfields, to include coordination with appropriate agencies to provide required resources.

(6) Providing support for rail shipment of TCM to designated SPOEs.

2. RESPONSIBILITIES

a. Provide accountability, safety, security, maintenance, and other routine services in accordance with existing regulations for TCM assigned to the depot for storage.

b. Obtain, in coordination with MTMC and AMCCOM, dedicated common carrier vehicles for movement of TCM to designated POEs.

c. Prepare and outload TCM, assuring requisite safety, preparatory to shipping them to designated POEs.

d. Assure levels of protection, marking, and packaging of supply shipments are accomplished in accordance with existing regulations pertinent to TCM.

e. Coordinate arrival of TCM at designated departure airfields.

f. Conduct convoy operations as necessary from depots to designated departure airfields to meet scheduled departures. These operations include:

(1) Command and control.

(2) Monitoring equipment.

(3) Decontamination capability (personnel, equipment, and decontaminants).

(4) Ground support vehicles.

(5) Security commensurate with the threat.

(6) Medical support.

(7) Use of technical escorts for technical advice and assistance.

(8) Coordination with local authorities.

(9) Public affairs support.

g. Support departure airfield operations (see Appendix I to Annex I for designation of planned departure airfields) as necessary to ensure efficient operations in a safe and secure environment. These operations are to be conducted in close coordination with Air Force ALCE/MST teams and will include, as appropriate:

(1) Command and control.

(2) Monitoring equipment.

(3) Decontamination capability (personnel, equipment, and decontaminants). (NOTE: The exception to this requirement is TEAD, where DPG provides the decontamination capability for operations at Michael AAF.)

(4) Ground support vehicles.

(5) Assurance of security commensurate with the threat.

(6) Medical support.

(7) Use of technical escorts for technical advice and assistance.

(8) Coordination with local authorities.

(9) Storing a 3-day supply of 463L pallets as indicated below (U.S. Air Force shall purchase these 463L pallets for prepositioning at the depots):

(a) Anniston Army Depot - 100

(b) Johnston Island Depot - 60

(c) Tooele Army Depot - 150

(d) Umatilla Depot Activity - 100

(10) Delivery of the prepositioned 463L pallets to the designated departure airfields prior to initiation of TCM pallet buildup.

(11) Provision of 1 mil thickness plastic sheeting (8m x 8m) for encasing TCM during pallet buildup.

(12) Personnel to assist the Air Force ALCE/MST teams in building463Ls.

(13) Portable scales for weighing prepared TCM pallets.

(14) Assist in building TCM loads, prepare manifests DD Form 2130 Series (see Appendix II to Annex I for planning examples), and complete DD Form 1387-2 (Special Handling Data/Certification) and DD Form 1911 (Materiel Courier Receipt).

(15) Brief air and ground personnel at APOE on safety.

h. Provide support as necessary for rail shipment of TCM from depots to designated SPOEs (see Annex J for designation of potential SPOEs). Required support shall be coordinated with MTMC and could include, as appropriate:

(1) Command and control.

(2) Monitoring equipment beyond the capability of the technical escorts.

(3) Decontamination support during movement and at SPOEs beyond the capability of the technical escorts.

(4) Security commensurate with the threat.

(5) Medical support.

(6) Use of technical escorts for technical advice and assistance.

(7) Protective ensembles for stevedores at SPOEs and for ships' crews.

(8) Coordination with AMCCOM and MTMC for required transportation support.

(9) Brief all personnel on safety.

i. Complete memoranda of understanding or agreement (MOU/MOA) with external agencies as necessary for the deployment of TCM in support of CINC requirements and provide copies to HQ MAC, DO/SPP/TR.

j. Develop supporting plans for deployment of TCM in support of CINC requirements. These supporting plans are to be in consonance with specific taskings described above and IAW the overall scope of this plan.

k. Coordinate requirements resulting from the above taskings which are beyond current/planned capabilities with HQ, DESCOM or WESTCOM, as appropriate.

l. OPR for this Appendix is CDRDESCOM, AMSDS-SM-SAM.

APPENDIX IV (TECHNICAL ESCORT UNIT (TEU)) TO ANNEX G (AMCCOM)

REFERENCES:

a. AR 75-15, Responsibilities and Procedures for Explosive Ordnance Disposal
b. AR 740-32, Responsibilities for Technical Escort of Hazardous Materials
c. FM 3-20, Technical Escort Operations

1. GENERAL

a. This Annex provides guidance and describes responsibilities for the technical escort unit during the deployment of toxic chemical munitions (TCM). Technical escorts provide safety and enhance security for enroute TCM to protect the general public, all transport crews, and associated personnel from possible hazards involved with a TCM accident or incident.

b. Technical escorts shall be provided for TCM movements from storage locations to theater ports of debarkation (PODs). Technical escort teams shall be released at PODs for expeditious return to CONUS. Technical Escort Unit (TEU) personnel shall not escort intratheater movements of TCM.

c. Technical escorts will accompany each separate shipment of TCM from storage location to POE, and shall accompany each shipment phase from POE to theater PODs. The number and availability of teams are determined in coordination with AMCCOM and depot after requisitions are received and movement requirements have been coordinated with the appropriate agencies. Team composition shall be based primarily upon mode of transportation used for the movement with consideration, w/supplements, given to quantity, type of material, and mission duration.

2. RESPONSIBILITIES

a. Provide qualified technical escorts for TCM deployment from storage locations through POEs to PODs.

b. Provide technical advice and assistance to all commanders involved in the deployment of TCM, to include levels of protection required during various TCM operations.

c. Assure safety, security and accountability of the cargo from the time it leaves the consignor (normally at the POEs or departure airfields) until it reaches the authorized consignee. Technical escort responsiblitites for the TCM terminate when accountability passes to the authorized consignee at the designated theater PODS.

d. Use appropriate procedures IAW AR 75-15 and applicable EOD publications when reacting to an incident/accident involving TCM during shipment.

e. Be on hand at all times during loading/unloading operations and handling operations. Ensure cargo is easily accessible during movement for monitoring purposes. Accept

cargo only after checking the packaging and loading to determine if cargo is safe to withstand the rigors of transport.

f. Seal all cargo holding compartments with numbered seals immediately after loading.

g. Inspect cargo as follows:

(1) Air. Prior to take-off, hourly throughout the flight and upon reaching cruising altitude; following changes in altitude or after heavy turbulance; and prior to opening aircraft doors after landing.

(2) Sea. Continuous monitoring shall be done at the pier and in the cargo holding/preparation yard. Inspection shall be performed at a minimum once daily or more often as required.

(3) Rail. Upon loading, during all stops, at a minimum of once daily, or more often as required.

h. Ensure all emergency supplies and equipment are located for ready access.

i. Commanders and/or technical escort teams shall take the following steps in the case of a TCM accident/incident:

(1) Protect life and property.

(2) Control contamination.

(3) Establish a temporary exclusion area.

(4) Provide technical advice and assistance.

(5) Notify TEU Ops and AMCCOM Surety Officer of incident/accident.

j. After the TCM cargo is unloaded, the technical escort team shall certify the mode of transportation is uncontaminated and if contaminated will render all possible aid and assistance in the elimination or reduction of the contamination to acceptable levels.

k. Provide technical advice and briefings to loading and carrier crews (including pre-perational training) and, when requested, technical supervision relative to loading and unloading of water and land carriers.

l. Provide instructions for disposal of standard chemical agents and munitions, as appropriate.

m. OPR for this Appendix is TEU, SMCTE-OP.

ANNEX H (MILITARY TRAFFIC MANAGEMENT COMMAND (MTMC))

REFERENCES:

a. AR 55-355/NAVSUPINST 4600.70/AFR 75-2/MCO P4600.14B/DLAR 4500.3, Defense Traffic Management Regulation.
b. AR 75-15, Responsibilities and Procedures for Explosive Ordnance Disposal.
c. AR 385-40, Accident Reporting and Records.
d. AR 740-32, Responsibilities for Technical Escort of Hazardous Materials.
e. Code of Federal Regulations, Title 46, Parts 146.29-100.
f. MTMCR 55-1, Inland Freight Traffic Regulation.

1. GENERAL

a. This Annex describes MTMC's policies and procedures for responsive support of toxic chemical munitions (TCM) deployment, when such movements are directed by National Command Authorities.

b. MTMC shall provide CONUS traffic management and ocean terminal support in CONUS and selected overseas areas, as required for deployment of TCM.

c. The following policies apply to deployment of TCM in CONUS and/or through common-user port facilities:

(1) Movements shall, to the maximum extent possible, avoid travel through heavily populated areas.

(2) Movements via sea shall use military-controlled ammunition port facilities.

(3) The MTMC Contingency Response (CORE) program will be used to resolve shortfalls in commercial transportation equipment necessary to support TCM movements and to expedite federal/state clearance procedures as required.

(4) Dissemination of information relative to planned or actual movements shall be restricted to the maximum extent possible with such information safeguarded and classified accordingly.

2. RESPONSIBILITIES

a. Booking cargo to available shipping space which will satisfy requirements.

b. Providing routing instructions from supply sources to ports of embarkation, upon receipt of necessary movement data.

c. Ensuring availability of commercial rail and motor equipment in types, quantities, and locations as required.

d. Monitoring movements from shipping installations to ports of embarkation.

e. Providing ocean terminal services, unloading transport equipment, and loading cargo on the vessel.

f. Providing or arranging messing, quarters, and other logistical and administrative support for U.S. Army personnel enroute and at SPOEs.

g. OPR for this Annex is HQ, MTMC, MT-PLS.

3. PROCEDURES

a. Concept of Operations

(1) When DA, MTMC, and MSC are directed to commence deployment of TCM, AMCCOM shall identify CONUS supply sources stocking the requested items and direct movement in accordance with AR 55-355, Chapters 17 and 18.

(2) AMCCOM shall identify departure airfields and aircraft load dates in coordination with MAC, DESCOM, and MTMC. MTMC will: identify SPOEs in coordination with AMCCOM; establish cargo availability dates for vessel loading; place shipping requirements on MSC; provide CONUS routings via commercial carrier as required; and monitor CONUS commercial movement to APOEs/SPOEs. OCCA will arrange for ocean vessels to meet the movement requirement.

b. Coordinating Instructions All MTMC commanders and subordinate commanders shall be prepared to: (1) Assume immediate control of incidents or accidents relating to the transportation of TCM occurring at or near MTMC installations until relieved by a representative of the service or agency responsible for the material as delineated in AR 75-15, Para 2-7; and (2) Respond to requests for administrative and logistical support for forces engaged in accident/ incident control of TCM operations.

c. Procedures

(1) Procedures of AR 55-355 applicable to the wartime movement of nonchemical ammunitions and the procedures of AR 50-6 and AR 740-32 for surety material and hazardous substances shall be followed to the extent practicable. This includes procedures relating to:

(a) Receipt and processing of CONUS movement requirements.

(b) Determination of port/vessel requirements.

(c) Transmission of transportation documentation.

(d) Intransit monitoring and reporting.

(2) Procedures unique to the movement of TCM or deserving of special emphasis are contained in appendices to this Annex as shown below.

TITLE	APPENDIX
CONUS Movement Operations	I
CONUS Port Operations	II

d. Accident and Incident Control Accidents or incidents involving shipment of TCM shall be reported and handled IAW AR 385-40, Accident Reporting and Records.

APPENDIX I (CONUS MOVEMENT OPERATIONS) TO ANNEX H (MILITARY TRAFFIC MANAGEMENT COMMAND (MTMC))

1. PURPOSE This Appendix describes those procedures unique and/or essential to the safe and responsive movement of TCM within CONUS under the conditions set forth in the basic annex.

2. RESPONSIBILITIES MTMC components responsible for implementation of this Appendix are:

a. Director of Inland Traffic.

b. Deputy Chief of Staff for Safety, Security, and Intelligence.

c. Chief, Command Operations Center.

3. EXECUTION

a. Upon notification of pending or potential movement of TCM:

(1) Director of Inland Traffic, HQMTMC shall make an assessment of the availability of commercial rail and motor assets approved to transport Classes A and B explosives at the shipping origins. This assessment shall be provided to the HQMTMC Operations Center within 4 hours.

(2) Deputy Chief of Staff for Safety, Security, and Intelligence, HQMTMC shall prepare to assist in obtaining waivers from federal safety regulations in the event these are required to ensure timely movements (e.g., railcar loading restrictions).

(3) Chief, Command Operations Center, HQMTMC shall keep the commander and staff elements advised of all National Command Authority decisions concerning deployment of TCM and recommend augmentation of MTMC Operations Center as required.

b. Once the movement directive is issued, AMCCOM shall submit a request for routing or export release, as appropriate, IAW AR 55-355, Chapters 17 and 18. CONUS mode, source and routing determinations will be made IAW AR 55-355 and MTMCR 55-1, Chapter 4.

c. Most preferred to least preferred modes are as follows:

(1) Military aircraft.

(2) Rail movements.

(a) Only railcars certified for Class A explosives shall be used.

(b) TOFC/COFC movement shall not be authorized.

(c) Railcars shall be assembled into special trains to permit expedited movement from each depot to seaport of embarkation (SPOE).

(d) Railcars shall be locked and sealed by consignor.

(e) Armed surveillance shall be required.

(f) Train shall move straight through, making only necessary stops in isolated areas for crew changes and cargo inspection by the technical escort teams.

(g) Each train shall be accompanied by qualified technical escorts. Director, Inland Traffic will arrange for suitable rail equipment to support these personnel.

(h) If directed by HQDA, a pilot train shall precede each munitions train by approximately 15 minutes. This pilot train shall contain transportation units (locomotive, boxcar(s)) equal to or heavier than the heaviest unit in the munitions train.

(i) Possible additional equipment requirements (to be determined by AMCCOM and provided by MTMC) may include but are not limited to:

- buffer cars
- water tank cars
- decontaminant cars
- flat cars
- freight trucks and trailers with ramps
- fire trucks and ambulances
- crane with idler

(j) Director, Inland Traffic shall arrange with rail carriers for liability releases allowing government personnel to be on or about railroad property.

(3) Military Motor movements.

(a) Activate the Military Owned Vehicle Program (MOVP).

(b) Armed surveillance shall be required.

(c) Trucks/trailers are to be locked and sealed by consignor.

(d) Technical escort personnel provided by AMCCOM shall accompany the shipment at all times.

(4) Commercial Motor movements.

(a) Only carriers approved to transport Classes A and B explosives for the Department of Defense shall be used (see MTMCR 55-1, Appendix B).

(b) DD Form 626 (Motor Vehicle Inspection) shall be completed and distributed IAW AR 55-355, for each vehicle used.

(c) Technical escort personnel shall accompany the shipment.

(d) Expedited service, cleared carriers and exclusive use of vehicles shall be provided as requested by AMC.

(e) Director, Inland Traffic shall arrange for any liability releases allowing government personnel to be on or about motor carrier property.

d. In the event any shipment is delayed enroute for more than 6 hours, the consignee, consignor, and HQDA (DAMO-SWC) shall be notified by the fastest means available IAW AR 55-355, Para 33-22 and AR 50-6.

APPENDIX II (CONUS PORT OPERATIONS) TO ANNEX H (MILITARY TRAFFIC MANAGEMENT COMMAND (MTMC))

1. **PURPOSE** This Appendix describes procedures unique and/or essential to the movement of TCM through CONUS ocean terminals under the conditions set forth in the basic annex.

2. **RESPONSIBILITIES** MTMC components responsible for implementation of this Appendix are:

a. Director of International Traffic.

b. Commander, Military Ocean Terminal, Sunny Point (MOTSU).

c. Commander, MTMC Eastern Area.

d. Commander, MTMC Western Area.

e. Chief, Command Operations Center.

f. Deputy Chief of Staff for Safety, Security, and Intelligence.

3. **EXECUTION**

a. Upon notification of pending or potential movement of TCM:

(1) Director of International Traffic, HQMTMC shall:

- Prepare a preliminary assessment on the capabilities of military ammunition terminals to receive and process TCM. This assessment shall be provided to the HQMTMC Operations Center within four hours.
- Coordinate with AMCCOM to determine cargo origins, tonnages, availablity dates, and priorities with relation to nonchemical ammunitions movements.

shall:

- Obtain and evaluate an assessment on the capability of the ammunition terminals to handle the amount of TCM projected for shipment and any adjustments prior to cargo arrival.
- Forward approval of port assessment to HQMTMC Operations Center within four hours.

(3) Chief, Command Operations Center, HQMTMC, with the assistance of functional directorates, shall:

- Provide the Commander, MTMC with an assessment on the capabilities of the CONUS transportation system to support the potential movement. This assessment shall be provided within 5 hours.
- Determine the requirement for augmentation at MTMC-controlled port facilities to support the projected movement and initiate appropriate action as required.

(4) Deputy Chief of Staff for Safety, Security, and Intelligence, HQMTMC shall:

- Coordinate with OHMT and USCG, as appropriate, and with depots concerning hazardous materials transportation regulatory requirements.
- Prepare, upon request from subordinate commands, to obtain waivers from USCG and other regulations pertaining to port operations as required to insure timely movement.

b. Once the movement directive is issued, AMCCOM shall submit a request for export release IAW AR 55-355, Chapter 18.

c. For movements through Naval Weapons Station (NWS) Earle, NJ, and Concord, CA, MTMC shall provide CONUS routing instructions and coordinate with Military Sealift Command for vessel arrangements. Handling of cargo within the perimeters of those facilities is a responsibility of the Department of Navy.

d. Movements through MOTSU, NWS Earle and NWS Concord:

(1) Port Commander is responsible for safety, security, and operational control of all personnel, conveyances, vessels, and cargo within the perimeters of the port facility.

(2) Port Commander shall coordinate with the local Coast Guard Captain of the Port on matters relating to waterfront and vessel security and safety, Class A loading permits, and explosive loading supervision.

(3) Port Commander shall arrange for all special handling gear required to ensure safe throughput of the cargo. For example:

(a) Mobile cranes.

(b) Air driven pumps/air compressors to pump out hull if necessary.

(c) Battery for running lights, stern lights, and floating alarm system.

(d) Electric lift trucks.

(4) Stow planning and preparation of cribs, decks, hatches, and holds (including sheathing) is the responsibility of the Port Commander.

(5) Protective clothing for use by stevedores shall be provided by DESCOM, as required.

(6) Loading will be IAW the provisions of 46 CFR, Part 146.29-100.

(7) Handling, loading, and stowage aboard vessels may be performed by contract labor. FOR MOTSU ONLY: In the event of local labor difficulties or nonavailability of sufficient contract labor, Commander, MOTSU will request force augmentation. This request shall be submitted (telephonically or electrically) to CDR MTMCEA and CDR HQMTMC. Director of Plans and Strategic Mobility, HQMTMC, shall take the request for action and coordinate through HQDA to obtain necessary augmentation.

(8) Upon receipt at the port, all cargo vehicles shall be inspected for leaking munitions and sorted out from non-cargo vehicles (e.g., guard cars, buffer cars). Any cargo vehicles containing leakers shall be moved clear of the cargo loading area, decontaminated, and resealed by TEU personnel.

(9) When required Port Commander shall arrange for the return of technical escorts, security personnel, and equipment and the release of military rail equipment upon completion of the mission.

(10) See Tab A for additional information on non-MOTSU activities.

TAB A (INFORMATION FOR NON-MOTSU (TENANT) ACTIVITIES) TO APPENDIX II (CONUS PORT OPERATIONS) TO ANNEX H (MILITARY TRAFFIC MANAGEMENT COMMAND (MTMC))

1. PURPOSE To establish for information purposes only, the logistic responsibilities and planning necessary in the preparation for and subsequent movement of chemical munitions through a military-controlled ammunition port facility.

2. SCOPE The provisions of this Tab apply to organizational elements, tenant activities, and, to the extent support is possible, outside agencies involved in the contingency.

3. OBJECTIVES An Installation's support element should provide all available supplies and equipment in support of this plan. Logistic support to outside agencies involved in this contingency should be provided, to the extent possible, on a case-by-case basis. This support may be extremely limited or nonexistent depending on the type of support being requested.

4. POLICY

a. Current logistic policies and directives apply unless modified herein or by subsequent directives.

b. Supporting military forces should be equipped at home station with accompanying supplies to the maximum extent possible.

c. Existing interservice, interdepartment/agency or intraservice support agreements should be used as necessary when the need exists. New support agreements should be arranged as required. All arrangements for exchange of support by interservice, interdepartment/agency, or intraservice support agreements should be documented in accordance with DoD 4000.19-M, AR 1-35.

d. Contracting support should be provided in accordance with Federal Acquisition Regulation (FAR) and Army Acquisition Regulation (ADARS) by in-house capabilities and/or the appointment of ordering officers as may be required. Consideration should be given to contracting for service and/or resources if like-military support would be more costly to provide or would be neither timely or responsive.

5. PROCEDURES

a. Supply

(1) Military forces in support of this contingency should deploy with only the minimum mission essential TOE, TDA, and individual equipment necessary to accomplish the mission.

(2) Accompanying Supplies

(a) Class I: Operational rations (MRE), as required. Installation should coordinate with the food service contractor to arrange for extended operations of the mess facility, if requested. If required, the installation should contract for additional messing support on an as needed basis.

(b) Class II: Installation should provide to the extent possible on a case-by-case basis.

(c) Class III: Installation should provide diesel and MOGAS support as requested. Estimated fuel requirements should be provided by contingency forces as soon as practicable to insure continued availability of fuel.

(d) Class IV: None.

(e) Class V: None.

(f) Class VI: None.

(g) Class VII: Minimum essential to accomplish mission.

(h) Class VIII: Minimum essential to accomplish mission.

(i) Class IX: Minimum essential to support the density of equipment deployed.

(3) Units in support of this contingency should be prepared to request resupply through their normal supply channels to the extent possible. This particularly applies to contingency mission peculiar items.

b. Services

(1) Billeting

(a) Installation should have an administrative bivouac area that will be made available for supporting unit(s) use, equipped with running water, electricity, and port-a-johns.

(b) Motel space should be available in close proximity to the terminal. The Installation Contract Administration Officer could assist in coordination of these facilities during the contingency, if required.

(2) Food Service

(a) MREs should be utilized; type B and/or type A rations provided by the contingency commander.

(b) The Installation should coordinate with the terminal food service contractor for expanded messing requirements.

(c) If required, the Installation should contract for additional messing support on an as needed basis.

(3) Laundry and Bath

(a) Installation should provide laundry support.

(b) If required, a request for mobile bath facilities should be made by the Installation.

c. Maintenance

(1) Installation should provide limited shop facilities, depending on damage.

(2) Installation mechanics should provide limited assistance depending on the circumstances at the time of the contingency.

d. Transportation

(1) Installation should provide limited support for transportation requirements in and around the contingency area. If required, additional lease vehicles should be requested.

(2) Air Movement

(a) A helipad area should be made available.

(b) The area should be considered primarily a logistics support/supply landing area.

(3) Surface Movement

(a) Convoy movement should be executed IAW AR 55-29.

(b) The best surface route from the closest major support installation should be determined.

(c) Sufficient space should be available for a motor park area to be established.

(4) Rail Movement

(a) Rail access to Installation is provided by commercial railroad.

(b) Installation should provide security assistance as needed when railcars reach the area and are routed to the access line into the Installation.

e. Medical Support

(1) Installation should provide medical facilities on full-time duty basis.

(2) Any other nearby military facility should be requested to provide augmentation during this contingency.

f. Engineers

(1) Coordination with the District Engineer for support should be effected on an as required basis through appropriate command channels.

(2) All construction by contingency forces should be limited to wire barriers, portable barricades and sand bags except as approved by the Installation Commander.

(3) Utilities:

(a) Electrical service should be provided by Installation.

(b) Potable water should be provided by Installation.

ANNEX I (MILITARY AIRLIFT COMMAND (MAC))

REFERENCES:

a. DoD Directive 5210.41-M, Nuclear Weapons Security Manual.
b. DoD Directive 6055-9, Explosive Safety Standards.
c. AR 740-32, Responsibilities for Technical Escort of Hazardous Materials.
d. AFR 28-3, USAF Operation Planning Process.
e. AFR 355-5, Armed Forces Doctrine for Chemical War and Biological Defense.
f. MACR 28-2, Contingency Planning Policies and Procedures.
g. MACR 55-25, Airlift Control Elements.
h. MACR 66-1, Maintenance Management Policy.
i. TM 38-250, Preparation of Hazardous Materials for Military Air Shipment.
j. T.O. 11C15-1-3, Chemical Warfare Decontamination, Detection, and Disposal of Decontaminating Agents.
k. T.O. Vo-2V-5, Aircraft Flight Records and Supporting Maintenance Documents.
l. MACP 50-13, MAC Affiliation Training Program - Airlift Planners Course.

1. GENERAL

a. Purpose This Annex outlines HQ MAC's specific responsibilities and tasks for air movement of toxic chemical munitions (TCM) during national emergency or contingency. TCM moves shall follow standard procedures when possible to reduce confusion and maintain airlift effectiveness. Highlighted herein are those procedures that are unique to TCM operations.

b. Assumptions

(1) MAC shall not move TCM that are leaking or have not been certified for air movement.

(2) U.S. Army depot personnel shall prepare DD Form 1387-2, Special Handling Data/Certification and DD Form 1911, Materiel Courier Receipt, for TCM movement.

(3) U.S. Army depot personnel shall assist in building TCM loads and preparing manifests.

(4) HQ U.S.A.F., through AFLC, shall waiver T.O. 11C15-1-3, Chapter 4 requirements to allow use of metal alloy corrosive decontaminants (high test bleach, sodium carbonate, sodium hydroxide, and other neutralizing solutions) on aircraft.

c. Airfields Due to the hazards of over-the-road convoy and the special handling required, it is planned to upload TCM at airfields other than standard MAC APOEs. The departure airfields, listed in Appendix I, have been approved by MAC for C-5 and C-141 operations (except as noted). Although most of these airfields can handle KC-10s, it is not planned to use them due to the special MHE required for upload and download (Widebody Elevator Loaders).

d. Load Plans/Pallets To insure rapid response to the need for TCM, approximately three days of pallet requirements will be prepositioned at each depot as listed in Appendix I. The

loading of TCM is identical to standard high explosives and as specified in AFR 71-4 (TM38-250). Appendix II contains pallet descriptions for each type weapon and C-141 load data.

2. CONCEPT OF OPERATIONS

When the TCM movement requirement is input into an OPLAN or contingency TPFDD by the theater CINC, MAC schedules airlift against it following standard procedures. MAC insures sufficient Airlift Control Elements (ALCE)/Mission Support Teams (MST) are available at both departure and arrival airfields. MAC shall provide equipment as necessary to support the flow. MAC refers to the airfield/depot MOU for equipment/facilities availability. MAC also coordinates with enroute bases to insure they are aware of unique mission/cargo handling requirements. MAC ensures periodic chemical monitoring by technical escorts during pallet buldup, onload, flight, and offload. Contaminated aircraft shall be decontaminated by Air Force, supporting Service, or Host Nation decontamination teams. A MAC aircrew member or aircraft crew chief shall advise the decontamination team chief of electrical/mechanical hazards and potential drainage problems. Technical escorts will provide technical advice and assistance during all operations with TCM.

3. RESPONSIBILITIES

a. HQ MAC DCS for Operations:

(1) Review and validate TCM onload/enroute/offload airfields and airports.

(2) Obtain final route clearances to include enroute emergency and diversionary airfields.

(3) Furnish chemical warfare defensive equipment, to include nerve agent antidotes and pretreatment drugs as directed by MAC/SG, for aircrews and mission support personnel moving TCM. Pretreatment drugs shall be taken by aircrews as directed by command procedures. Ensure air and ground crew training shall be conducted at least annually for TCM missions to include choline sterase level sampling procedures.

(4) Standardized TCM pallet load drawings and specifications.

(5) Publish airlift mission directives, TCM movement notices and itinerary messages, to include providing advance notice on scheduled arrival time and support requirements to Wing Commanders, Chief of Security Police, Command Posts, ALCE/MST, AMCCOM, and shipping installation at onload, enroute, emergency, diversionary, and offload airfields.

(6) Publish procedures for use and wear of chemical warfare defensive equipment during onload/offload, flight, and emergency operations for aircrews and mission support personnel.

(7) Provide an ALCE or MST and/or MSE for pallet buildup at onload/enroute/ offload airfields and airports as appropriate.

(8) Ensure aircrews are briefed by U.S. Army technical escorts on safety procedures. The technical escorts shall courier the TCM to the APOD or offload airfield. The briefing shall include: chemical agent type, characteristics, first aid procedures; periodic agent

sampling, false/positive alarm indications; leak patching; requirements for fumes/smoke purge; decontamination methods; and jettison procedures. The technical escorts shall demonstrate agent detection equipment and first aid/self aid measures.

(9) Ensure technical escorts are briefed on use of aircraft loadmaster headset, communications line, portable oxygen bottle, bottle recharging, and safety procedures.

(10) Publish procedures for use of the aircraft environmental control unit (ECU) fume-smoke suppressant and/or auxiliary vent system in the event of a TCM leak.

(11) Recovery Concept. The offload shall involve minimum time on the ground, departing as soon as possible to the recovery location. In the event of a TCM leak, dependent on the threat and potential danger to aircrew and aircraft, the aircraft may receive cursory decontamination at the offload point. The aircrew shall then fly the aircraft to the recovery location. Vapor contamination can be decontaminated by use of the ECU/fume-smoke suppressant systems and/or auxiliary unit vent procedures at altitude. Liquid chemical agent contamination can also be removed by aeration, but neutralizing with decontaminating solutions shall be required at the recovery location. Technical escorts will determine the effectiveness of decontamination.

(12) Develop aircrew, technical escort, loadmaster, ALCE and MST, communications link for use with the chemical warfare defense equipment.

(13) Coordinate with DESCOM to conduct the MAC affiliation load planners course for selected depot personnel.

b. HQ MAC DCS for Logistics:

(1) Furnish chemical warfare defense equipment for ground support personnel working TCM-related operations.

(2) Ensure appropriate munitions personnel assist technical escorts with leaking TCM at MAC airfields.

(3) Monitor revision of T.O. 11C15-1-3, Chapter 4 requirements to allow use of metal alloy corrosive decontaminants on aircraft.

(4) In the event of extensive aircraft contamination requiring removal/replacement of systems components or structures, provide maintenance personnel and equipment to work with Air Force, supporting Service and/or host-nation decontamination team to return aircraft to a chemically-clean status. Minor decontamination, to include removal of aircraft insulation, may be accomplished by on-the-scene personnel (crew chief, flight engineer, loadmaster, decontamination team member, etc.) under supervision of a flight crew member. Aircraft 780 series forms and the aircraft Form F will be used to document such actions. U.S. Army technical escorts will verify completeness of decontamination actions.

(5) Provide material handling equipment decontamination at MAC operating locations.

(6) Provide aircraft communications cord for the ALCE/MST and/or aerial port personnel.

c. HQ MAC DCS for Air Transportation:

(1) Coordinate standardized TCM 463L pallet load drawings and specifications.

(2) Preposition aerial port personnel and material handling equipment at designated TCM onload/offload airfields.

(3) Provide aerial port personnel for TCM pallet buildup, inspection, documentation control, and loading per Annex II. U.S. Army depot will also provide pallet buildup personnel.

(4) Furnish chemical warfare defense equipment for ground support personnel handling/moving TCM.

(5) Ensure that contact is established with the depot TCM movement point of contact. Determine the number of U.S. Army personnel to be furnished for TCM pallet buildup, onload, and offload.

(6) Ensure offload of TCM at APODs/arrival airfields.

(7) Ensure the U.S. Army certifies TCM air worthiness and prepares cargo manifest, DD Form 1387-2 (Special Handling Data/Certification), and DD Form 1911 (Materiel Courier Receipt).

(8) Provide 10 two-inch pallet couplers per TMU28/B mission.

(9) Ensure positioning of automatic chemical alarms downwind during pallet buildup, temporary hold, onload, and offload.

(10) Ensure pallet buildup, temporary holding, onload, and offload areas are isolated and downwind of populated areas.

(11) Work with MAC IGFX and U.S. Army personnel to develop explosive safety site plans IAW DoD Directive 6055.9, AR 385-65 and AFR 127-100.

d. HQ MAC DCS for Security Police:

(1) Review agreements/MOUs coordinated by other agencies with airport and airfield managers at departure and enroute airfields/airports to provide appropriate security for the TCM.

(2) Coordinate security for TCM per DoD Directive 5210.41-M (AFR 207-10) at MAC enroute, emergency, or diversionary bases.

e. HQ MAC DCS for Operations Plans:

(1) Publish procedures for use and wear of chemical warfare defense equipment during TCM movement and handling.

(2) Publish procedures to implement TCM movement.

f. HQ MAC DCS for Intelligence:

Furnish security threat information for onload and enroute locations.

g. OPR for this Annex is HQ MAC, XON.

APPENDIX II (PALLET DESCRIPTIONS AND AIRCRAFT LOAD DATA) TO ANNEX I (MAC)

1. GENERAL This Appendix contains general information on TCM numbers, weight, and cube; "sample" TCM 463L pallet drawings; planned aircraft payloads; and "sample" cargo load plans for deployable TCM.

2. TOXIC CHEMICAL MUNITIONS

Information described above is provided in Tabs to this Appendix for munitions as indicated below:

Tab A	Cartridge, 105mm, Chemical Agent - Load Plan Information and Cargo Manifest
Tab B	Mine Chemical Agent, M23 - Load Plan Information and Cargo Manifest
Tab C	Projectile, 155mm Chemical Agent - Load Plan Information and Cargo Manifest
Tab D	Projectile, 8-inch, Chemical Agent - Load Plan Information and Cargo Manifest
Tab E	Bomb, Chemical, MK116 - MOD O (Weteye) - Load Plan Information and Cargo Manifest
Tab F	Bomb, Chemical, MC-1, 750 lbs - Load Plan Information and Cargo Manifest
Tab G	Tank, Spray, Chemical, TMU 28/B - Load Plan Information and Cargo Manifest
Tab H	One-ton Container, Chemical - Load Plan Information and Cargo Manifest
Tab I	Bomb, Chemical, MK94 MOD O, 500 lbs - Load Plan Information and Cargo Manifest
Tab J	Aero 14B, Spray Tank - Load Plan Information and Cargo Manifest

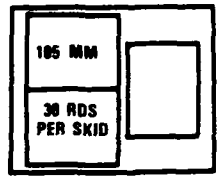
TAB A (CARTRIDGE, 105MM, CHEMICAL AGENT) TO APPENDIX II (PALLET DESCRIPTIONS AND AIRCRAFT LOAD DATA) TO ANNEX I (MAC)

1. Cartridge, 105mm, Chemical Agent - Load Plan Information Guide.

a. 105 MM
Rds 750
Army plts size 37-47-35
30 ea/1880 wt/34 cu
463L plts are 84 x 104 cargo surface

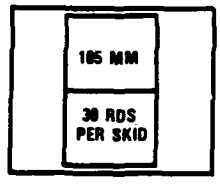
(1) 90 Rds per 463L

Total 463L plts	7
Net wt	5640
463L empty wt	355
GWT	5995
Total Army plts per 463L	3



(2) - 60 Rds per 463L

Total 463L plts	2
Net wt	3760
463L empty wt	355
GWT	4115
Total Army plts per 463L	2



b.

Total Army wood plts	25
Total 463L plts	9

2 men-chem kits/water = 1132 (approx)
C-141B

Planned Payload	51327*
Aircraft Target Payload	50600

2. Cargo manifest follows:

*Over gross

(SAMPLE)

1. UNIT BEING AIRLIFTED (Name or Number)	2. UNIT IDENTIFICATION CODE	3. TYPE MOVEMENT PLAN	4. MOVEMENT DATE	5. UNIT AIRCRAFT LOAD NO. OF	PAGE OF PAGES
6. MISSION NUMBER	7. AIRCRAFT SERIAL NUMBER (Last Five)	8. CONFIGURATION	9. DEPARTURE AIRFIELD/ETD	10. DESTINATION AIRFIELD/ETA	

11. ACTUAL LOADOUT

SCALE: 1/4 INCH = 3 FEET

LOAD SEQUENCE a.	ITEM MODEL AND NOMENCLATURE/DESCRIPTION b.	VEHICLE PACKAGE NO. OR SERIAL INCREMENT NO. c.	d. REMARKS (Special Handling, Shoring) REMARKS CODE (From col g) (1)	d. REMARKS (Special Handling, Shoring) OTHER (2)	e. PLANNED LOAD DATA TOTAL (In Inches) LENGTH	WIDTH	HEIGHT	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	f. ACTUAL LOAD DATA HEIGHT (Total Inches)	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	g. REMARKS CODES (For use in Column d(1))
															1 Off center 1A RIGHT 1B LEFT
															2 Center line load
															3 Shoring Required: 3A PARKING 3B ROLLING 3C SLEEPER 3D SPECIAL
															4 Must be positioned in direction of arrow
															5 Sequence by actual weights
															6 Hazardous Cargo: 6A DD Form 1387-2 6B DD Form 2133
															7 Maximum fuel 7A 1/2 TANK 7B 1/4 TANK
															8 Equipment drained/purged 8A DRAINED NOT PURGED 8B PURGED
															9 Vent kit required
															Other Conditions Identify in column d(2)

12a PASSENGER SEATS PLANNING DATA			13 TOTAL WEIGHT / MOMENT FROM REVERSE										
NUMBER SEATS	AVG WEIGHT (Pounds Each)	TOTAL PLANNED WT	14. TOTAL				LOAD CG STA				LOAD CG STA		
12b PASSENGER SEATS ACTUAL DATA			15a PLANNED LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF PLANNING OFFICIAL			SIGNATURE OF PLANNING OFFICIAL					
NUMBER SEATS USED	TOTAL WEIGHT (Pounds)		15b ACTUAL LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF LOAD DATA VALIDATOR			SIGNATURE OF LOAD DATA VALIDATOR					

DD Form 2130-3, DEC 88 — *Previous editions are obsolete.* — C-141B CARGO MANIFEST

I-II-A-2

TAB B (MINE CHEMICAL AGENT, M23) TO APPENDIX II (PALLET DESCRIPTIONS AND AIRCRAFT LOAD DATA) TO ANNEX I (MAC)

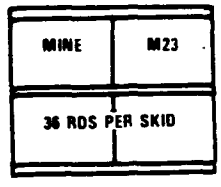
1. Mine, Chemical Agent M23 - Load Plan Information Guide.

a. MINE M23
Rds 1224
Army plt size 52-35-49
36 ea/1337 wt/52 cu
463L plts are 84 x 104 cargo surface

(1)

Total 463L plts	8
Net wt	5348
463L empty wt	355
GWT	5703
Total Army plts per 463L	4

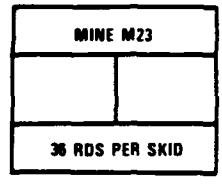
144 Rds per 463L



(2)

Total 463L plts	1
Net wt	2674
463L empty wt.	355
GWT	3029
Total Army plts per 463L	2

72 Rds per 463L



b.

Total Army wood plts	34
Total 463L plts	9

2 men/chem kits/water = 1132 lbs (approx)
C-141B

Planned Payload	49785
Aircraft Target Payload	50600

2. Cargo manifest follows:

(SAMPLE)

1. UNIT BEING AIRLIFTED (Name or Number)	2. UNIT IDENTIFICATION CODE	3. TYPE MOVEMENT PLAN	4. MOVEMENT DATE	5. UNIT AIRCRAFT LOAD NO OF	PAGE OF PAGES
6. MISSION NUMBER	7. AIRCRAFT SERIAL NUMBER (Last Five)	8. CONFIGURATION	9. DEPARTURE AIRFIELD/ETD	10. DESTINATION AIRFIELD/ETA	

11. ACTUAL LOADOUT

SCALE: 1/4 INCH = 3 FEET

LOAD SEQUENCE a	ITEM MODEL AND NOMENCLATURE/DESCRIPTION b	VEHICLE PACKAGE NO. OR SERIAL INCREMENT NO c	d. REMARKS (Special Handling, Shoring) REMARKS CODE (From col g) (1)	d. REMARKS (Special Handling, Shoring) OTHER (2)	e. PLANNED LOAD DATA TOTAL (In Inches) LENGTH	WIDTH	HEIGHT	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	f. ACTUAL LOAD DATA HEIGHT (Total Inches)	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)

9 REMARKS CODES (For use in Column d(1))

1 Off center
1A RIGHT
1B LEFT
2 Center line load
3 Shoring Required
3A PARKING
3B ROLLING
3C SLEEPER
3D SPECIAL
4 Must be positioned in direction of arrow
5 Sequence by actual weights
6 Hazardous Cargo
6A DD Form 1387-2
6B DD Form 2133
7 Maximum fuel
7A 1/2 TANK
7B 1/4 TANK
8 Equipment drained/purged
8A DRAINED NOT PURGED
8B PURGED
9 Vent kit required
Other Conditions. Identify in column d(2)

12a. PASSENGER SEATS PLANNING DATA		
NUMBER SEATS	AVG WEIGHT (Pounds Each)	TOTAL PLANNED WT

12b. PASSENGER SEATS ACTUAL DATA	
NUMBER SEATS USED	TOTAL WEIGHT (Pounds)

13. TOTAL WEIGHT / MOMENT FROM REVERSE

14. TOTAL

LOAD CG STA

LOAD CG STA

15a. PLANNED LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF PLANNING OFFICIAL	SIGNATURE OF PLANNING OFFICIAL
15b. ACTUAL LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF LOAD DATA VALIDATOR	SIGNATURE OF LOAD DATA VALIDATOR

DD Form 2130-3, DEC 88 *Previous editions are obsolete.* C-141B CARGO MANIFEST

TAB C (PROJECTILE, 155MM, CHEMICAL AGENT) TO APPENDIX II (PALLET DESCRIPTIONS AND AIRCRAFT LOAD DATA) TO ANNEX I (MAC)

1. Projectile, 155mm, Chemical Agent - Load Plan Information Guide.

a. 155 MM projectile

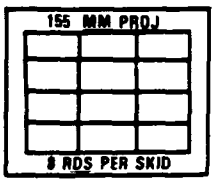
Rds 456

Army plts size 27-13.5-31.5

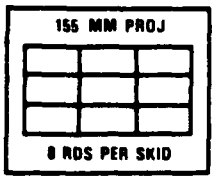
8 ea/832 wt//66 cu

463L plts are 84 x 104 cargo surface

(1)	Total 463L plts	4	96 Rds per 463L
	Net wt	9984	
	463L empty wt	355	
	GWT	10339	
	Total Army plts per 463L	12	



(2)	Total 463L plts	1	72 Rds per 463L
	Net wt	7488	
	463L empty wt	355	
	GWT	7843	
	Total Army plts per 463L	9	



(SAMPLE)

1. UNIT BEING AIRLIFTED (Name or Number)	2. UNIT IDENTIFICATION CODE	3. TYPE MOVEMENT PLAN	4. MOVEMENT DATE	5. UNIT AIRCRAFT LOAD NO. OF	PAGE OF PAGES
6. MISSION NUMBER	7. AIRCRAFT SERIAL NUMBER (Last Five)	8. CONFIGURATION	9. DEPARTURE AIRFIELD/ETD	10. DESTINATION AIRFIELD/ETA	

11. ACTUAL LOADOUT

SCALE: 1/4 INCH = 3 FEET

LOAD SEQUENCE a	ITEM MODEL AND NOMENCLATURE/DESCRIPTION b	VEHICLE PACKAGE NO. OR SERIAL INCREMENT NO. c	d. REMARKS (Special Handling, Shoring) REMARKS CODE (From col g) (1)	OTHER (2)	e. PLANNED LOAD DATA TOTAL (In Inches) LENGTH	WIDTH	HEIGHT	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	f. ACTUAL LOAD DATA HEIGHT (Total Inches)	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	g. REMARKS CODES (For use in Column d(1))
															1. Off center 1A. RIGHT 1B. LEFT
															2. Center line load
															3. Shoring Required 3A. PARKING 3B. ROLLING 3C. SLEEPER 3D. SPECIAL
															4. Must be positioned in direction of arrow
															5. Sequence by actual weights.
															6. Hazardous Cargo 6A. DD Form 1387-2 6B. DD Form 2133
															7. Maximum fuel 7A. 1/2 TANK 7B. 1/4 TANK
															8. Equipment drained/purged 8A. DRAINED NOT PURGED 8B. PURGED
															9. Vent kit required
															Other Conditions identify in column d(2)

12a. PASSENGER SEATS PLANNING DATA		
NUMBER SEATS	AVG WEIGHT (Pounds Each)	TOTAL PLANNED WT

12b. PASSENGER SEATS ACTUAL DATA	
NUMBER SEATS USED	TOTAL WEIGHT (Pounds)

13. TOTAL WEIGHT / MOMENT FROM REVERSE				LOAD CG STA				LOAD CG STA	
14. TOTAL									

15a. PLANNED LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF PLANNING OFFICIAL	SIGNATURE OF PLANNING OFFICIAL
15b. ACTUAL LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF LOAD DATA VALIDATOR	SIGNATURE OF LOAD DATA VALIDATOR

I-II-C-2

DD Form 2130-3, DEC 88 *Previous editions are obsolete.* C-141B CARGO MANIFEST

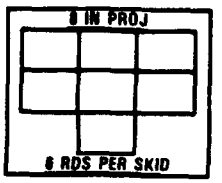
TAB D (PROJECTILE, 8-INCH, CHEMICAL AGENT) TO APPENDIX II (PALLET DESCRIPTIONS AND AIRCRAFT LOAD DATA) TO ANNEX I (MAC)

1. Projectile, 8-inch, M426, Chemical Agent - Load Plan Information Guide.

a. 8-inch projectile
Rds 228
Army plts size 28.5-19.5-38.5
6 ea/1255 wt/12.4 cu
463L plts are 84 x 104 cargo surface

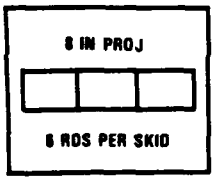
(1) Total 463L plts 5 — 42 Rds per 463L

Net wt	8785
463L empt wt	355
GWT	9140
Total Army plts per 463L	7



(2) Total 463L plts 1 — 18 Rds per 463L

Net wt	3765
463L empty wt	355
GWT	4120
Total Army plts per 463L	3



b. Total Army wood plts 38
Total 463L plts 6
2 men/chem kit/water = 1132 lbs (approx)
C-141B

Planned Payload	50952*
Aircraft Target Payload	50600

2. Cargo manifest follows:

*Over gross

(SAMPLE)

1. UNIT BEING AIRLIFTED (Name or Number)	2. UNIT IDENTIFICATION CODE	3. TYPE MOVEMENT PLAN	4. MOVEMENT DATE	5. UNIT AIRCRAFT LOAD NO OF	PAGE OF PAGES
6. MISSION NUMBER	7. AIRCRAFT SERIAL NUMBER (Last Five)	8. CONFIGURATION	9. DEPARTURE AIRFIELD/ETD	10 DESTINATION AIRFIELD/ETA	

11. ACTUAL LOADOUT

SCALE: 1/4 INCH = 3 FEET

LOAD SEQUENCE a	ITEM MODEL AND NOMENCLATURE/DESCRIPTION b	VEHICLE PACKAGE NO. OR SERIAL INCREMENT NO. c	d. REMARKS (Special Handling, Shoring) REMARKS CODE (From col g) (1)	d. REMARKS (Special Handling, Shoring) OTHER (2)	e. PLANNED LOAD DATA TOTAL (In Inches) LENGTH	WIDTH	HEIGHT	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	f. ACTUAL LOAD DATA HEIGHT (Total Inches)	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	g REMARKS CODES (For use in Column d(1))
															1 Off center 1A RIGHT 1B LEFT
															2. Center line load.
															3 Shoring required: 3A PARKING 3B ROLLING 3C SLEEPER 3D SPECIAL
															4. Must be positioned in direction of arrow.
															5. Sequence by actual weights.
															6. Hazardous Cargo: 6A DD Form 1387-2 6B DD Form 2133
															7 Maximum fuel 7A 1/2 TANK 7B 1/4 TANK
															8 Equipment drained/purged. 8A DRAINED NOT PURGED 8B PURGED
															9 Vent kit required.
															Other Conditions identify in column d(2).

12a PASSENGER SEATS PLANNING DATA		
NUMBER SEATS	AVG WEIGHT (Pounds Each)	TOTAL PLANNED WT

12b PASSENGER SEATS ACTUAL DATA	
NUMBER SEATS USED	TOTAL WEIGHT (Pounds)

13. TOTAL WEIGHT / MOMENT FROM REVERSE

14. TOTAL

LOAD CG STA

LOAD CG STA

15a. PLANNED LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF PLANNING OFFICIAL	SIGNATURE OF PLANNING OFFICIAL
15b. ACTUAL LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF LOAD DATA VALIDATOR	SIGNATURE OF LOAD DATA VALIDATOR

DD Form 2130-3, DEC 88

Previous editions are obsolete.

C-141B CARGO MANIFEST

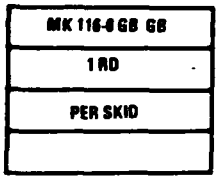
TAB E (BOMB, CHEMICAL, MK-116 - MOD O (WETEYE)) TO APPENDIX II (PALLET DESCRIPTIONS AND AIRCRAFT LOAD DATA) TO ANNEX I (MAC)

1. Bomb, Chemical, MK 116-MOD O (WETEYE) - Load Plan Information Guide.

a. Bomb, MK 116-0 (WETEYE)
Rds 54
Army plts size 103-20-2
1 ea/851 wt/26.2 cu
463L plts are 84 x 104 cargo surface

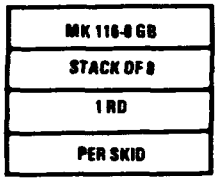
(1) Total 463L plts 6 8 Rds per 463L

Net wt	68'08
463L empty wt	3:55
GWT	7163
Total Army plts per 463L	,8



(2) Total 463L plts 2 3 Rds per 463L

Net wt	2553
463L empty wt	355
GWT	2908
Total Army plts per 463L	3



b. Total Army wood plts 54
Total 463L plts 8
2 men/chem kit/water = 1132 lbs (approx)
C-141B

Planned Payload	49926
Aircraft Target Payload	50600

2. Cargo manifest follows:

(SAMPLE)

1. UNIT BEING AIRLIFTED (Name or Number)	2. UNIT IDENTIFICATION CODE	3. TYPE MOVEMENT PLAN	4. MOVEMENT DATE	5. UNIT AIRCRAFT LOAD NO OF	PAGE OF PAGES
6. MISSION NUMBER	7. AIRCRAFT SERIAL NUMBER (Last Five)	8. CONFIGURATION	9. DEPARTURE AIRFIELD/ETD	10. DESTINATION AIRFIELD/ETA	

11. ACTUAL LOADOUT

SCALE: 1/4 INCH = 3 FEET

LOAD SEQUENCE a	ITEM MODEL AND NOMENCLATURE/DESCRIPTION b	VEHICLE PACKAGE NO. OR SERIAL INCREMENT NO. c	d. REMARKS (Special Handling, Stacking) REMARKS CODE (From col g) (1)	OTHER (2)	e. PLANNED LOAD DATA TOTAL (In inches) LENGTH	WIDTH	HEIGHT	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	f. ACTUAL LOAD DATA HEIGHT (Total inches)	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	g. REMARKS CODES (For use in Column d(1))

1 CHT center
1A RIGHT
1B LEFT
2 Center line load
3 Shoring required
3A PARKING
3B ROLLING
3C SLEEPER
3D SPECIAL
4 Must be positioned in direction of arrow
5 Sequence by actual weights
6 Hazardous Cargo
6A DD Form 1387-2
6B DD Form 2133
7 Maximum fuel
7A 1/2 TANK
7B 1/4 TANK
8 Equipment drained/purged
8A DRAINED NOT PURGED
8B PURGED
9 Vans kit required
Other Conditions identify in column d(2)

12a PASSENGER SEATS PLANNING DATA		
NUMBER SEATS	AVG WEIGHT (Pounds Each)	TOTAL PLANNED WT

12b PASSENGER SEATS ACTUAL DATA	
NUMBER SEATS USED	TOTAL WEIGHT (Pounds)

13. TOTAL WEIGHT / MOMENT FROM REVERSE

14. TOTAL

LOAD CG STA

LOAD CG STA

15a. PLANNED LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF PLANNING OFFICIAL	SIGNATURE OF PLANNING OFFICIAL
15b. ACTUAL LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF LOAD DATA VALIDATOR	SIGNATURE OF LOAD DATA VALIDATOR

DD Form 2130-3, DEC 88

Previous editions are obsolete.

C-141B CARGO MANIFEST

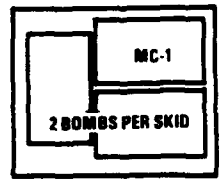
TAB F (BOMB, CHEMICAL, MC-1, 750 LBS) TO APPENDIX II (PALLET DESCRIPTIONS AND AIRCRAFT LOAD DATA) TO ANNEX I (MAC)

1. Bomb, Chemical, MC-1, 750 lbs - Load Plan Information Guide.

a. Bomb MC-1
Rds 48
Army plts size 55-32-23
2 ea/1590 wt/24 cu
463L plts are 84 x 104 cargo surface

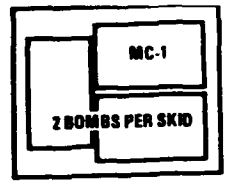
(1) Total 463L plts 6 — 6 Rds per 463L

Net wt	4770
463L empty wt	355
GWT	5125
Total Army plts per 463L	3



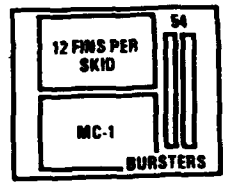
(2) Total 463L plts 3 — 4 Rds per 463L

Net wt	3180
463L empty wt	355
GWT	3535
Total Army plts per 463L	2



(3) Total 463L plts 1 — 24 Fins per 463L

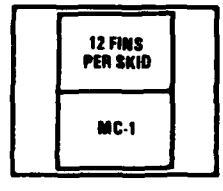
Net wt	2900
463L empty wt	355
GWT	3255
Fins 12 plt/676 lbs	
Size 58.5-38.7-45	
Bursters 56.5-2.6	
Total Army plts per 463L	2



54 Bursters per 463L

(4) Total 463L plts 1 — 24 Fins per 463L

Net wt	1352
463L empty wt	355
GWT	1707
Fins 12 plt/676 lbs	
Size 58.5-38.7-45	
Total Army plts per 463L	2



b. Total Army wood plts 24 (weapons only)
Total 463L plts 11 (9 with weapons)
2 men/chem kits/water = 1132 lbs (approx)
C-141B

Planned Payload	47449
Aircraft Target Payload	50600

2. Cargo manifest follows:

(SAMPLE)

1. UNIT BEING AIRLIFTED (Name or Number)	2. UNIT IDENTIFICATION CODE	3. TYPE MOVEMENT PLAN	4. MOVEMENT DATE	5. UNIT AIRCRAFT LOAD NO OF	PAGE OF PAGES
6. MISSION NUMBER	7. AIRCRAFT SERIAL NUMBER (Last Five)	8. CONFIGURATION	9. DEPARTURE AIRFIELD/ETD	10. DESTINATION AIRFIELD/ETA	

11. ACTUAL LOADOUT

SCALE: 1/4 INCH = 3 FEET

LOAD SEQUENCE a	ITEM MODEL AND NOMENCLATURE/DESCRIPTION b	VEHICLE PACKAGE NO. OR SERIAL INCREMENT NO. c	d. REMARKS (Special Handling, Shoring) REMARKS CODE (From col g) (1)	OTHER (2)	e. PLANNED LOAD DATA TOTAL (In Inches) LENGTH	WIDTH	HEIGHT	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	f. ACTUAL LOAD DATA HEIGHT (Total Inches)	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	g. REMARKS CODES (For use in Column d(1))
															1. CFT center: 1A RIGHT 1B LEFT
															2. Center line load
															3. Shoring Required: 3A PARKING 3B ROLLING 3C SLEEPER 3D SPECIAL
															4. Must [illegible] position [illegible] direction
															5. Sequen actual weight
															6. Hazardous Cargo: 6A DD Form 1387-2 6B DD Form 2133
															7. Maximum fuel: 7A 1/2 TANK 7B full TANK
															8. Equipment drained/purged: 8A DRAINED NOT PURGED 8B PURGED
															9. Vent kit required
															Other Conditions Identify in column d(2).

12a. PASSENGER SEATS PLANNING DATA		
NUMBER SEATS	AVG WEIGHT (Pounds Each)	TOTAL PLANNED WT.

12b. PASSENGER SEATS ACTUAL DATA	
NUMBER SEATS USED	TOTAL WEIGHT (Pounds)

13. TOTAL WEIGHT / MOMENT FROM REVERSE			LOAD CG STA				LOAD CG STA	
14. TOTAL								
15a. PLANNED LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF PLANNING OFFICIAL		SIGNATURE OF PLANNING OFFICIAL				
15b. ACTUAL LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF LOAD DATA VALIDATOR		SIGNATURE OF LOAD DATA VALIDATOR				

DD Form 2130-3, DEC 88

Previous editions are obsolete.

C-141B CARGO MANIFEST

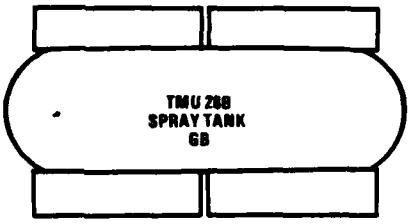
TAB G (TANK, SPRAY, CHEMICAL, TMU-28/B) TO APPENDIX II (PALLET DESCRIPTIONS AND AIRCRAFT LOAD DATA) TO ANNEX I (MAC)

1. Tank, Spray, Chemical, TMU-28/B - Load Plan Information Guide.

a. Tank Spray TMU-28/B
Rds 5
Army plts size 193-62-73
1/6000/505
Max 5 per aircraft
2 plt train
463L plts are 84 x 104 cargo surface

463L

Total 463L plts (2 plt train)	5	1 Rd per two
Net wt	6000	
463L empty plt	355 x 2 = 710	
GWT	6710	
Total Army plts per 463L	1	



b.

Total Army wood plts	5
Total 463L plt (2 plt train)	5
2 men/chem kits/water = 1132 lbs (approx)	
C-141B	
Planned Payload	34682
Aircraft Target Payload	50600

2. Cargo manifest follows:

(SAMPLE)

1. UNIT BEING AIRLIFTED (Name or Number)	2. UNIT IDENTIFICATION CODE	3. TYPE MOVEMENT PLAN	4. MOVEMENT DATE	5. UNIT AIRCRAFT LOAD NO OF	PAGE OF PAGES
6. MISSION NUMBER	7. AIRCRAFT SERIAL NUMBER (Last Five)	8. CONFIGURATION	9. DEPARTURE AIRFIELD/ETD	10. DESTINATION AIRFIELD/ETA	

SCALE: 1/4 INCH = 3 FEET

11. ACTUAL LOADOUT

LOAD SEQUENCE a.	ITEM MODEL AND NOMENCLATURE/DESCRIPTION b.	VEHICLE PACKAGE NO. OR SERIAL INCREMENT NO. c.	d. REMARKS (Special Handling, Shoring) REMARKS CODE (From col g) (1)	OTHER (2)	e. PLANNED LOAD DATA TOTAL (In Inches) LENGTH	WIDTH	HEIGHT	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	f. ACTUAL LOAD DATA HEIGHT (Total Inches)	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	g. REMARKS CODES (For use in Column d(1))
															1. C/L center 1A. RIGHT 1B. LEFT
															2. Center line load
															3. Shoring Required 3A. PARKING 3B. ROLLING 3C. SLEEPER 3D. SPECIAL
															4. Must be positioned in direction of arrow
															5. Sequence by actual weights
															6. Hazardous Cargo 6A. DD Form 1387-2 6B. DD Form 2133
															7. Maximum fuel 7A. 1/2 TANK 7B. 1/4 TANK
															8. Equipment drained/purged 8A. DRAINED NOT PURGED 8B. PURGED
															9. Vent kit required
															Other Conditions identify in column d(2)

12a. PASSENGER SEATS PLANNING DATA		
NUMBER SEATS	AVG WEIGHT (Pounds Each)	TOTAL PLANNED WT

12b. PASSENGER SEATS ACTUAL DATA	
NUMBER SEATS USED	TOTAL WEIGHT (Pounds)

13. TOTAL WEIGHT / MOMENT FROM REVERSE								
14. TOTAL					LOAD CG STA		LOAD CG STA	

15a. PLANNED LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF PLANNING OFFICIAL	SIGNATURE OF PLANNING OFFICIAL
15b. ACTUAL LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF LOAD DATA VALIDATOR	SIGNATURE OF LOAD DATA VALIDATOR

DD Form 2130-3, DEC 88

Previous editions are obsolete.

C-141B CARGO MANIFEST

I-II-G-2

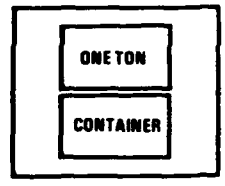
TAB H (ONE-TON CONTAINER, CHEMICAL - LOAD PLAN INFORMATION AND CARGO MANIFEST) TO APPENDIX II (PALLET DESCRIPTIONS AND AIRCRAFT LOAD DATA) TO ANNEX I (MAC)

1. One-Ton Container, Chemical - Load Plan Information Guide.

   a. One-Ton Container
   Rds 14
   Army plts size 81.5-305
   1ea/3300 wt/44 cu
   463L plts are 84 x 104 cargo surface

Total 463L plts	7
Net wt	6600
463L empty wt	355
GWT	6955
Total Army plts per 463L	2

2 Rds per 463L



   b. Total Army wood plts 14
   Total 463L plt 7
   2 men/chem kits/water = 1132 lbs (approx)
   C-141B
   Planned Payload 49817
   Aircraft Target Payload 50600

2. *Cargo manifest follows:*

(SAMPLE)

1. UNIT BEING AIRLIFTED (Name or Number)	2. UNIT IDENTIFICATION CODE	3. TYPE MOVEMENT PLAN	4. MOVEMENT DATE	5. UNIT AIRCRAFT LOAD NO. OF	PAGE OF PAGES
6. MISSION NUMBER	7. AIRCRAFT SERIAL NUMBER (Last Five)	8. CONFIGURATION	9. DEPARTURE AIRFIELD/ETD	10. DESTINATION AIRFIELD/ETA	

11. ACTUAL LOADOUT

SCALE: 1/4 INCH = 3 FEET

I-II-H-2

LOAD SEQUENCE a	ITEM MODEL AND NOMENCLATURE/DESCRIPTION b	VEHICLE PACKAGE NO OR SERIAL INCREMENT NO. c	d. REMARKS (Special Handling, Shoring) REMARKS CODE (From col g) (1)	d. REMARKS (Special Handling, Shoring) OTHER (2)	e. PLANNED LOAD DATA TOTAL (In Inches) LENGTH	WIDTH	HEIGHT	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	f. ACTUAL LOAD DATA HEIGHT (Total Inches)	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	g. REMARKS CODES (For use in Column d(1))
															1. CG center 1A RIGHT 1B LEFT 2. Center line load 3. Shoring Required: 3A PARKING 3B ROLLING 3C SLEEPER 3D SPECIAL 4. Must be positioned in direction of arrow 5. Sequence by actual weights 6. Hazardous Cargo 6A DD Form 1387-2 6B DD Form 2133 7. Minimum fuel 7A. 1/2 TANK 7B 1/4 TANK 8. Equipment drained/purged 8A. DRAINED MOT PURGED 8B PURGED 9. Vent kit required Other Conditions identify in column d(2)

12a PASSENGER SEATS PLANNING DATA NUMBER SEATS	AVG WEIGHT (Pounds Each)	TOTAL PLANNED WT

12b PASSENGER SEATS ACTUAL DATA NUMBER SEATS USED	TOTAL WEIGHT (Pounds)

13 TOTAL WEIGHT / MOMENT FROM REVERSE

14. TOTAL

LOAD CG STA

LOAD CG STA

15a PLANNED LOAD DATA CERTIFICATION	DATE CERTIFIED
15b ACTUAL LOAD DATA CERTIFICATION	DATE CERTIFIED

TYPED/PRINTED NAME, GRADE, ORGANIZATION OF PLANNING OFFICIAL

SIGNATURE OF PLANNING OFFICIAL

TYPED/PRINTED NAME, GRADE, ORGANIZATION OF LOAD DATA VALIDATOR

SIGNATURE OF LOAD DATA VALIDATOR

DD Form 2130-3, DEC 88

Previous editions are obsolete.

C-141B CARGO MANIFEST

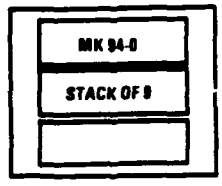
TAB I (BOMB, CHEMICAL, MK94, MOD 0, 500 LBS) TO APPENDIX II (PALLET DESCRIPTIONS AND AIRCRAFT LOAD DATA) TO ANNEX I (MAC)

1. Bomb, Chemical, MK94-MOD O, 500 lbs - Load Plan Information Guide.

a. Bomb MK94-GB
Rds 73
Army plts size 75-23-21
1 ea/534 wt/21 cu
463L plts are 84 x 104 cargo surface

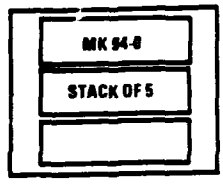
(1) Total 463L plts 7 — 9 Rds per 463L

Net wt	4806
463L empty wt	355
GWT	5161
Total Army plts per 463L	5



(2) Total 463L plts 2 — 5 Rds per 463L

Net wt	2670
463L empty wt	355
GWT	3025
Total Army plts per 463L	7



(3) Total 463L plts 2 — 37 Fins per 463L

Net wt		2956
463L empty wt		355
GWT		3311
Fins 18 ea/666 lbs		
Size 27-12-12	= 2701	
Burster 18 ea/792 lbs		
Size 56.5-2.6	= 3212	
	5913	

37 Bursters per 463L

2 = 2956

b. Total Army wood plts 73
Total 463L plts 11
2 men/chem kits/water = 1132 lbs (approx)
C-141B

Planned Payload	49931
Aircraft Target Payload	50600

2. Cargo manifest follows:

(SAMPLE)_

1. UNIT BEING AIRLIFTED (Name or Number)	2. UNIT IDENTIFICATION CODE	3. TYPE MOVEMENT PLAN	4. MOVEMENT DATE	5. UNIT AIRCRAFT LOAD NO. OF	PAGE OF PAGES
6. MISSION NUMBER	7. AIRCRAFT SERIAL NUMBER (Last Five)	8. CONFIGURATION	9. DEPARTURE AIRFIELD/ETD	10. DESTINATION AIRFIELD/ETA	

11. ACTUAL LOADOUT

SCALE: 1/4 INCH = 3 FEET

LOAD SEQUENCE a	ITEM MODEL AND NOMENCLATURE/DESCRIPTION b	VEHICLE PACKAGE NO. OR SERIAL INCREMENT NO. c	d. REMARKS (Special Handling, Shoring) REMARKS CODE (From col g) (1)	d. REMARKS (Special Handling, Shoring) OTHER (2)	e. PLANNED LOAD DATA TOTAL (In Inches) LENGTH	WIDTH	HEIGHT	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	f. ACTUAL LOAD DATA HEIGHT (Total Inches)	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	g. REMARKS CODES (For use in Column d(1))
															1. CM center: 1A RIGHT 1B LEFT
															2. Center line load
															3. Shoring Required: 3A PARKING 3B ROLLING 3C SLEEPER 3D SPECIAL
															4. Must be positioned in direction of arrow
															5. Sequence by actual weights
															6. Hazardous Cargo: 6A DD Form 1387-2 6B DD Form 2133
															7. Maximum fuel: 7A 1/2 TANK 7B 1/4 TANK
															8. Equipment drained/purged: 8A DRAINED NOT PURGED 8B PURGED
															9. Vent kit required
															Other Conditions identify in column d(2)

12a. PASSENGER SEATS PLANNING DATA		
NUMBER SEATS	AVG WEIGHT (Pounds Each)	TOTAL PLANNED WT

12b. PASSENGER SEATS ACTUAL DATA	
NUMBER SEATS USED	TOTAL WEIGHT (Pounds)

13. TOTAL WEIGHT / MOMENT FROM REVERSE

14. TOTAL

LOAD CG STA

LOAD CG STA

15a. PLANNED LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF PLANNING OFFICIAL	SIGNATURE OF PLANNING OFFICIAL
15b. ACTUAL LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF LOAD DATA VALIDATOR	SIGNATURE OF LOAD DATA VALIDATOR

DD Form 2130-3, DEC 88 *Previous editions are obsolete.* C-141B CARGO MANIFEST

(SAMPLE)

1 UNIT BEING AIRLIFTED (Name or Number)	2 UNIT IDENTIFICATION CODE	3 TYPE MOVEMENT PLAN	4 MOVEMENT DATE	5 UNIT AIRCRAFT LOAD NO OF	PAGE OF PAGES
6 MISSION NUMBER	7 AIRCRAFT SERIAL NUMBER (Last Five)	8 CONFIGURATION	9 DEPARTURE AIRFIELD/ETD	10 DESTINATION AIRFIELD/ETA	

11 ACTUAL LOADOUT

SCALE: 1/4 INCH = 3 FEET

LOAD SEQUENCE a	ITEM MODEL AND NOMENCLATURE/DESCRIPTION b	VEHICLE PACKAGE NO OR SERIAL INCREMENT NO c	d REMARKS (Special Handling, Shoring) REMARKS CODE (From col g) (1)	d REMARKS (Special Handling, Shoring) OTHER (2)	e PLANNED LOAD DATA TOTAL (In Inches) LENGTH	WIDTH	HEIGHT	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	f ACTUAL LOAD DATA HEIGHT (Total Inches)	GROSS WEIGHT (Total Pounds)	FUSELAGE STATION	MOMENT (10,000)	g REMARKS CODES (For use in Column d(1))

1 Off center
1A RIGHT
1B LEFT
2 Center line load
3 Shoring Required
3A PARKING
3B ROLLING
3C SLEEPER
3D SPECIAL
4 Must be positioned in direction of arrow
5 Sequence by actual weights
6 Hazardous Cargo
6A DD Form 1387-2
6B DD Form 2133
7 Maximum fuel
7A 1/2 TANK
7B 1/4 TANK
8 Equipment drained/purged
8A DRAINED NOT PURGED
8B PURGED
9 Vent kit required
Other Conditions identify in column d(2)

12a PASSENGER SEATS PLANNING DATA		
NUMBER SEATS	AVG WEIGHT (Pounds Each)	TOTAL PLANNED WT

12b PASSENGER SEATS ACTUAL DATA	
NUMBER SEATS USED	TOTAL WEIGHT (Pounds)

13 TOTAL WEIGHT / MOMENT FROM REVERSE

14. TOTAL

LOAD CG STA

LOAD CG STA

15a PLANNED LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF PLANNING OFFICIAL	SIGNATURE OF PLANNING OFFICIAL
15b ACTUAL LOAD DATA CERTIFICATION	DATE CERTIFIED	TYPED/PRINTED NAME, GRADE, ORGANIZATION OF LOAD DATA VALIDATOR	SIGNATURE OF LOAD DATA VALIDATOR

DD Form 2130-3, DEC 88

Previous editions are obsolete.

C-141B CARGO MANIFEST

I-II-I-3

TAB J (AERO 14B, SPRAY TANK) TO APPENDIX II (PALLET DESCRIPTIONS AND AIRCRAFT LOAD DATA) TO ANNEX I (MAC)

NOTE: Special handling procedures are not required. Items are empty and are, therefore, shipped as general cargo.

ANNEX J (MILITARY SEALIFT COMMAND (MSC))

REFERENCES:

(a) COMSC OPORD 9200, Current Operations (LR)
(b) COMSC Logistic Support and Mobilization Plan (LR)
(c) COMSCINST 5440.2K, Boundaries of MSC Area and Subarea Commands (LR)
(d) COMSCINST 3400.2, Chemical, Biological, Radiological Defense (CBR-D) Material Conditions of Readiness Policy (LR)
(e) U.S. Navy, Chemical, Biological, and Radiological Defense, Handbook for Training (LR)
(f) NAVSHIPTECHMAN 470, Shipboard BW/CW Defense and Countermeasures (LR)
(g) Code of Federal Regulations, Title 35-Canal Zone Regulations, Part 113.2
(h) COMSCINST 3120.17, Dry Cargo Ship Operating Instructions (CARGOPINS) (LR)
(i) COMSCINST 8023.1, Safety Regulations Governing the Handling and Transportation of Ammunition and other Hazardous Cargoes (LR)
(j) Code of Federal Regulations, Title 46 - Shipping, Parts 90-109 and 146-149
(k) Code of Federal Regulations, Title 49 - Transportation, Parts 171-178
(l) Departments of the Army, the Navy and the Air Force AR 740-32, OPNAVINST 8070.1, AFR 136-4 MCO.25, Responsibilities for Technical Escort of Dangerous Material (LR)
(m) COMSCINST 3120.2, Administrative and Operating Procedures for MSC Ships (less Contract Operated Tankers) (LR)
(n) NAVSEA OP 5 VOL. 1, Ammunition and Explosives Ashore (LR)

1. GENERAL

a. The establishment of specific Military Sealift Command (MSC) responsibilities and authority has been accomplished through the Secretary of the Navy (SECNAV) in accordance with DoD Directive 5160.10. SECNAV, as the Single Manager for Sealift, is responsible to the Secretary of Defense for the management, organization, and operation of the ocean transportation assignment. Commander, Military Sealift Command (COMSC) is designated the Executive Director for the Single Manager Operating Agency for Sealift. COMSC is, therefore, designated to receive the common-user sea transportation space requirements from the military services and to provide (or procure, as necessary) the space requested in accordance with the policies and procedures established by SECNAV.

b. The general mission of the Military Sealift Command is:

(1) To provide responsive sealift support for U.S. forces deployed in accordance with contingency requirements, general war plans, or national emergency.

(2) To plan for and develop sealift capability in peacetime for support of DoD wartime requirements.

(3) To provide logistical sealift support in peacetime for all elements of the DoD by worldwide movement of cargo and personnel in response to DoD requirements.

(4) To operate assigned fleet support ships for the U.S. Navy in time of peace and war.

(5) To fulfill all nontransportation, ocean shipping requirements of the DoD other than those which are the responsibility of the U.S. Navy Fleet Commanders-in-Chief.

c. MSC operations in support of its mission are conducted in accordance with References (a) and (b) and various instructions promulgated by COMSC.

d. General responsibilities of MSC and subordinate commands are:

(1) Commander, Military Sealift Command (COMSC):

(a) Within the mission of MSC, provide ocean transportation planning support to the Organization of the Joint Chiefs of Staff (OJCS), the Commanders-in-Chief of unified and specified commands (CINCs), the military services, and the DoD agencies in support of the plans of the JCS and other military operations as required.

(b) Provide ocean transportation support to the DoD components, as required.

(c) Develop, establish, and operate an integrated transportation information data system to support the mission of the agency.

(d) Develop plans to assure the efficient use and control of government-owned and commercial ocean transportation resources made available to the DoD under mobilization or other emergency conditions.

(e) Procure ships outside the MSC fleet by bareboat, time or voyage charter, or by allocation from other government agencies. Procure passenger and cargo space in commercial ships to meet the requirements of the Department of Defense and such other agencies of the U.S. Government as authorized by the Secretary of Defense. The DoD agencies may be authorized by MSC to purchase passenger space on an individual transportation request basis. When procuring cargo space in commercial ships, any contract provisions relating to the working of cargo, terminal facilities, or other responsibilities of the military departments or the Military Traffic Management Command (MTMC) will be coordinated with the military departments or MTMC as appropriate, prior to inclusion in MSC contracts.

(f) Keep MTMC informed, to the extent mutually agreed necessary, as to the availability of opportune MSC ocean lift including coastal and intercoastal lift capacity.

(g) Meet all requirements of the Department of Defense and other agencies as authorized for ships and craft for purposes other than transportation, such as research, survey, oceanographic, cable laying, repair facilities, and range instrumentation ships.

(h) Provide or arrange for the maintenance, repair, and alteration of all Government-owned ships assigned to MSC, and the maintenance and repair of any ships acquired through bareboat charter to MSC.

(i) Coordinate with MTMC in the booking of outbound ocean cargo, passengers, and mail and with the military services or the theater commander as appropriate for retrograde, intratheater, or intertheater ocean cargo, passenger, and mail movements.

(j) Approve stowage plans and their implementation to ensure seaworthiness of the ship, safety of the cargo, and efficient use of ship space. (The responsibility of MSC for cargo normally begins when finally stowed on board and accepted by the master/commanding officer of the ship and terminates when the cargo is accepted free on board at destination.)

(k) Book, billet, and exercise control of all passengers aboard MSC ships and book and billet passengers in commercial space procured by MSC. Administrative control may be exercised by the commander of personnel assigned by the military services concerned. (The responsibility of MSC for passengers begins when the passenger embarks and terminates when the passenger debarks.)

(l) Coordinate MSC operations with appropriate port authorities.

(m) Manage, process, determine, and settle claims by or against commercial carriers and/or the Government arising out of MSC contracts for ocean transportation of personnel, cargo, mail, and bulk petroleum.

(n) Provide ocean transportation rates when requested by the military departments and MTMC in accordance with policies established by the Secretary of Defense.

(o) Serve as single point of contact with ocean carriers in regard to the negotiation of ocean rates, terms, and conditions of ocean transportation and the procurement of ocean shipping capability or ocean transportation services.

(2) MSC Area Commands:

(a) Area commands under the military command of COMSC shall exercise control of MSC activities located within the boundaries of the area of responsibility assigned to them and will, generally, exercise operational control over MSC ships located within their areas. Reference (c) applies.

(b) Area commanders shall provide appropriate fleet and other commands with all necessary information concerning MSC matters which is required by or of interest to those commands. They shall provide liaison with appropriate commands of other services and government agencies.

(3) MSC Subarea Commands shall exercise administrative control over MSC activities located within the areas assigned to them and local operational control over MSC ships from other MSC commands when these ships are within their areas of responsibility.

(4) MSC Offices (MSCOs), under the military command of the appropriate MSC area or subarea commands, shall be responsible for the administration of sea transportation for authorized personnel and cargo at the port level and for the local operational control of MSC ships.

(5) MSC Units, under the military command of the appropriate MSC area command, subarea command, or office, shall be responsible for the administration of sea transportation for authorized personnel and cargo at the outport level and for the local operational control of MSC ships.

(6) MSC Representative (MSCREP), a Naval officer or civilian assigned primary duty with the MSC organization, shall represent MSC at locations lacking an established MSC office or unit. He may represent MSC at his parent duty station or be assigned to an outport.

(7) An MSC Common-Service Representative is a U.S. military member, DoD civilian, or consular officer assigned the collateral duty of representing MSC interests in areas where the volume of MSC shipping does not warrant establishment of a MSC representative.

2. TOXIC CHEMICAL MUNITIONS (TCM) SUPPORT

a. General:

(1) Comprehensive planning, prior to the arrival of the ship, is an important factor in the overall effectiveness of the actual ship-loading operation. The planning effort should take into consideration such factors as: general preparedness of the ship for loading as determined, if possible, by inspection; practical space utilization, as indicated by a preliminary cargo stowage plan; requisite handling equipment, dunnage lumber, and labor force, as established by close study of documented load listings and stowage plans; and scheduling and movement of cargo to the dockside loading area.

(2) MSC responsibility for cargo begins when cargo is stowed on board the ship and accepted by the shipmaster and ends when the cargo is accepted free on board at the port of debarkation.

(3) The shipmaster is ultimately responsible for the safety of his ship and crew. He may take such actions as he deems necessary to ensure safety during loading, transit, and unloading.

b. Tasks:

(1) Commander, Military Sealift Command (COMSC):

(a) Provide intertheater sealift of toxic chemical munitions (TCM) as directed.

(b) Acquire ships to support TCM movements, as necessary, in accordance with references (a) and (b).

(c) Ensure that all MSC-controlled ships engaged in the movement of TCM are prepared with procedures and appropriate equipment/material necessary to carry out their mission. Reference (d) applies.

(d) Request as necessary, through the Secretary of Defense, the waiver of applicable navigation regulations. Waiver requests for individual vessels may be made through the applicable Coast Guard District Commander.

(e) Provide, on a cost reimbursement basis, berthing, messing, and logistical and administrative support for technical escorts embarked on MSC ships.

(f) Provide liaison personnel to JDA, MTMC and AMCCOM when considered desirable or necessary.

(2) MSC Area Commanders:

(a) Advise, assist, and inform MSC, CNO, supported CINC(s), and appropriate or subordinate commands on issues involving the transport of TCM by sealift.

(b) Maintain a capability for MSC forces to transport TCM.

(c) In accordance with references (d), (e), and (f) and applicable COMSC instructions, develop the necessary material, equipment, and procedural requirements for MSC-controlled ships involved in movement of TCM.

(d) Ensure that personnel are trained and equipped to transport TCM by sealift. References (d), (e), and (f) apply.

(e) Appoint an inspector, with appropriate training, to coordinate the safety aspects of vessel loading.

(f) Ensure that MSC-controlled ships designated to load TCM are in a condition to receive such cargo prior to commencement of loading.

(g) Ensure that masters of ships transiting the Panama Canal with TCM have on board copies of reference (g) and are provided with a required Loading Certificate or Declaration of Explosive Cargo Carrier.

(h) Ensure that ships have a damage control program and a designated, properly trained, chemical/biological/radiological defense officer. Reference (d) applies.

(i) Assess the material condition of vessels carrying TCM to ensure that protection can be afforded the crew in the event of an accident that causes contamination.

(3) Military Sealift Command Offices (MSCOs):

(a) Ensure that procedures developed for the handling and transport of TCM are implemented and complied with.

(b) Coordinate with shipmasters to approve cargo stowage to ensure seaworthiness of the vessel and adherence to stowage directives for TCM. Reference (h) applies.

(c) Arrange noncargo-related port support services (pilotage, towage, etc.) for MSC ships involved in TCM operations.

(4) Shipmasters:

(a) Ensure that ship's cargo gear and other equipment to be involved in TCM operations are in proper operating condition prior to arrival at Port of Embarkation (POE). Ensure that there are no obstructions on deck or in other areas where TCM operations will take place.

(b) Maintain continual surveillance and conduct inspections on deck and in all holds for inadequate dunnaging, unsafe handling and stowage of loads, and any other conditions that, in the master's judgment, are hazardous.

(c) Issue safety orders deemed necessary for the safety of the ship and crew. When, in the master's judgment, a hazardous cargo is not being handled, stowed, secured, or manifested properly, he shall stop the operation until the improper practice or deficiency is corrected.

(d) Refer to the appropriate MSC Commander, or his representative, and/or the USCG Captain of the Port or Marine Safety Office any disagreement arising in U.S. ports between the master and the terminal activity regarding proper procedures.

(e) Be responsible for the readiness of the ship and crew, to meet any emergency. It is desirable that the sequence of collision, fire, and abandon ship drills be combined with other general drills such as decontamination of TCM and emergency first aid. When conducting training exercises in port, the master should request training guides, materials or other instructional assistance from the MSC Area Command Training and Safety Division.

(5) Inspectors:

(a) Ensure that the ship's officers, crew, and any other MSC personnel involved are indoctrinated in all pertinent safety regulations and precautions. Reference (i) applies.

(b) Visit ships engaged in loading or discharge operations as frequently as circumstances allow. Assist masters in matters pertaining to loading and discharging operations, including liaison between the ship and the terminal activity when necessary.

c. Vessel Security:

(1) Per references (j), (k), and (l), the master of a vessel shall require an inspection of each hold or compartment containing hazardous material after stowage is complete and at least once every 24 hours thereafter. It shall be ensured that cargo is in a safe condition and that no damage caused by shifting, spontaneous heating, leaking, sifting, wetting, or other cause has been sustained by the vessel or its cargo since loading and stowage. Freight containers or individual cargoes need not be opened. An entry shall be made in the ship's log for each inspection performed.

(2) Crew members should be cautioned to remain alert for packages that mysteriously appear aboard ship. Longshoremen shall be prohibited from carrying any packages into the ship's holds, regardless of their contents; e.g., lunch boxes and like packages.

(3) Per reference (k) maximum security must be provided for specially protected cargo. It must be carefully checked in and securely stowed. Any loss of protected cargo, while in the custody of the ship, will be investigated immediately. The master shall order a search of the ship and take every possible action to recover the missing cargo. He shall report immediately to the cognizant MSC commander, stating all circumstances surrounding the incident, extent of security maintained, result of search of ship, and recommendations.

d. Decontamination/Disposal:

(1) Decontamination. Whenever and wherever chemical agents have been spilled or released, it is necessary to begin decontamination operations and emergency first aid procedures immediately in order to protect personnel, material, and food supplies. A supply of decontamination material, adequate for the quantity of agent present, and equipment for its use will be made available at ports where chemical materials are embarked. The decontamination of personnel, equipment, and facilities requires establishment of uniform instructions to ensure proper personnel training. Reference (m) applies. Technical escorts will provide technical advice and assistance.

(2) Disposal Facilities/Emergency Destruction. In accordance with reference (n), chemical agents (lethal poisons, incapacitating agents and all other hazardous chemical materials) and chemical ammunition containing these chemical agents shall be destroyed only with specific authorization from Commander, Naval Sea Systems Command (COMNAVSEASYSCOM). Instructions for disposal of standard chemical agents and munitions are provided by the AMCCOM. These requirements in no way relieve the responsibility of the commanding officer/master for the safety of personnel and the protection of property under his jurisdiction, nor do they negate his authority to employ any means he determines necessary to safeguard life and property in the event of emergency or unusual circumstances.

e. Public Affairs. Due to intense national/public interest and policies on chemical warfare and biological research, all information relating thereto is to be released only by authority of the Office of the Assistant Secretary of Defense, Public Affairs.

f. OPR for this Annex is MSC, Code 3T4.

ANNEX K (U.S. COAST GUARD)

REFERENCES:

a. 33 CFR Parts 6, 126, 160
b. 46 CFR Chapter I
c. 49 CFR Chapter I
d. MOU Between DoD and DoT Concerning Port Readiness, 7 Feb 1985

1. GENERAL

a. This Annex outlines areas of responsibilities pertinent to the U.S. Coast Guard for deployment of toxic chemical munitions (TCM).

b. In peacetime, the U.S. Coast Guard is a military service under the administration of the Secretary of Transportation. When war is declared, or when the President directs, the Coast Guard will operate as a service under the Secretary of the Navy. During a peace-to-war transition or other national emergency, the Coast Guard may or may not come under the command of the Navy.

c. In peacetime or war, the Coast Guard is responsible for enforcing the laws of the United States as they pertain to navigation, shipping, and the safety of life and property on U.S. waters; and for ensuring the safety and security of the nation's seaports and waterfront facilities.

d. The "Captain of the Port" (COTP) is a Coast Guard Officer, under the command of a Coast Guard District Commander, designated by the Commandant for the purposes of giving immediate direction to Coast Guard law enforcement activities within his assigned area.

2. RESPONSIBILITIES

a. The Multi-Agency MOU on Port Readiness, of which USCG, MTMC, and MSC are signatories, has as its purpose the enhancement of the mobility of strategic cargo through commercial SPOEs by ensuring coordination and cooperation among these and other agencies.

b. Under the statutes and regulations identified in the MOU, the Coast Guard COTP has responsibility for the following duties relating to the transport of TCM:

(1) During a national emergency or Presidential determination of endangered national security, controls movement of vessels in U.S. ports; provides permanent port security regulations; makes regulations to prevent damage to harbors and vessels.

(2) Port safety authority for the protection of ports as transportation facilities; operates Vessel Traffic Services to aid against degradation of the marine environment and to enhance safety.

(3) Enforces regulations to control or eliminate discharges of hazardous substances which may be harmful to the marine environment.

(4) Enforces Department of Transportation regulations governing transportation of hazardous materials by commercial vessel.

(5) Develops and enforces anchorage regulations; designates port access routes; regulates drawbridges operations.

(6) Maintains capability to respond to emergencies and manage crises in all U.S. ports and waterways.

c. To carry out these responsibilities, each COTP is empowered to:

(1) Identify those Federal, state, civil, and private agencies with whom coordination will be required during national defense emergencies.

(2) Participate in local port readiness committees to accomplish the goals of the multi-agency MOU; and

(3) Enter into local memoranda of understanding with involved agencies, outlining each agency's responsibilities for the port(s) under his jurisdiction.

d. OPR for this Annex is Commandant (G-M), USCG.

3. WAIVERS AND EXEMPTIONS

a. National Defense Waivers. When necessary in the interests of national defense, a Coast Guard District Commander or his designated representative may waive compliance with the navigation regulations of 33 CFR and the Merchant Vessel Inspection Regulations of 46 CFR (with the exception of 46 CFR Part 146). Except in cases of extreme emergency, requests for waivers of compliance must be made in writing and must explain why the urgency of the situation outweighs the marine hazard involved. Procedures for obtaining waivers of compliance are found in 33 CFR Part 19 and 46 CFR Subpart 2.45.

b. Hazardous Materials Exemptions. When it is impractical to comply with the marking, packaging, or other provisions of the Hazardous Materials Regulations, 49 CFR Chapter I, or with the regulations governing the storage and handling of military explosives, 46 CFR, Part 146, a shipper may obtain an exemption from Director, OHMT. Procedures of applying for DOT exemptions are found in 49 CFR, Part 107, Subpart B. Exemptions are authorized if the proposed alternative to the regulatory requirement provides an equivalent level of safety or a level of safety consistent with the public interest. An example of a DoT exemption effective during a declared national defense emergency is DOT-E 3498 authorizing shipments of fueled motor vehicles loaded with ammunition.

c. Alternative Stowage and Handling Procedures. On a "one-ship one-time" basis, a COTP may authorize in writing the use of an alternative stowage location or method of handling or stowing military explosives or other hazardous materials. The COTP must be satisfied that it is impracticable to comply with an existing regulation, and that the alternative location or method provides an equivalent level of safety.

ANNEX L (U.S. ARMY FORCES COMMAND (USFORSCOM))

REFERENCES:

a. AR 500-60, Disaster Relief.
b. Letter, USFORSCOM, AFOP-OM, SECRET, subject: USFORSCOM Augmentation Force (AF) Plan (U), dated 4 Oct 84.

1. **GENERAL** This Annex outlines areas of responsibilities and procedures pertinent to the U.S. Army Forces Command (USFORSCOM) for movement of toxic chemical munitions (TCM).

2. **RESPONSIBILITIES**

a. Provide Augmentation Forces (AF) requested by the On-Scene Commander (OSC) of a Chemical Accident/Incident (CAI) response and assistance response force at an Army chemical agent or weapon accident/incident within CONUS.

b. Designate commands and installations to provide AF for AMC activities with the mission of storing, handling, and using chemical surety material within CONUS.

c. Designate required Explosive Ordnance Disposal (EOD) support.

d. Provide security and engineer support to other Army MACOMs and DoD components as requested by HQDA, DCSOPS.

e. The commander of an installation nearest to a CAI occurring off post, shall provide safety, security, rescue, and control to save lives and reduce exposure to hazards.

f. OPR for this Annex is HQ, USFORSCOM, AFOP-OM.

3. **PROCEDURES**

a. In event of a CAI that requires Augmentation Forces, the OSC shall inform USFORSCOM Operations Center (FOC) of requirements. USFORSCOM will identify available forces, direct movement to CAI locations and place AF OPCON to OSC.

b. In the event a Threat Force exceeds defensive capability of specified AMC Installation Commanders security guard forces, HQ AMC shall inform USFORSCOM Operations Center (FOC) of requirement, and USFORSCOM shall direct movement of a predesignated Augmentation Force to AMC installation to execute defensive operations on that installation. Reference (c) provides complete procedures, to include periodic training and pre-execution requirements, to increase AF unit readiness conditions to reduce reaction times.

c. Required EOD support will be requested from closest EOD detachment or USFORSCOM Operations Center.

d. In event of CAI emergency off post, when USFORSCOM installation is nearest, OSC representative will notify Installation Commanders' representative or USFORSCOM Operations Center of requirements.

e. If other security or engineer support is required inform HQDA DCSOPS, Army Operations Center, of requirements.

f. Points of contact:

(1) USFORSCOM Operations Center, Ft McPherson, GA
Autovon 588-3222/4162
Commercial (404) 752-3222/4162
FTS (404) 752-3222/4162
Toll Free 1-800-241-6440 ask operator for ext 3222/4162

(2) Army Operations Center, Pentagon, Wash., DC
Autovon 851-1800
Commercial (202) 697-0218

ANNEX M (TCM COMPLETE ROUND LISTING)

1. GENERAL. This Annex contains a listing of TCM complete round components developed from information resident at HQ, AMCCOM and provides data relevant to TCM TPFDD development and requisitioning for these components. OPR for this annex is HQ AMCCOM, AMSMC-DSD-AS/AMSMC-DSP-M.

2. TCM TPFDD DEVELOPMENT/REQUISITIONING DATA

a. The source for required components of the 155mm and 8-inch projectiles is normally through conventional ammunitions (Class V) supply support.

(1) These components are common to conventional 155mm and 8-inch projectiles and can be found at all levels of supply storage points: firing batteries; ammunition transfer points; forward ammunition supply points; and corps storage areas.

(2) Deliberate planning for requisitioning these components should be to use those components already available for conventional projectiles and replenish through normal Class V resupply. However, should the CINC desire shipment of complete rounds, all required components must be identified, consolidated by the CINC, forwarded to JCS for approval and to AMCCOM for sourcing.

b. Air Force and Navy toxic chemical bombs have both common and item-unique components. Both Services have identified item-unique components for shipment with the bombs and common components which will be supplied by theater using commands.

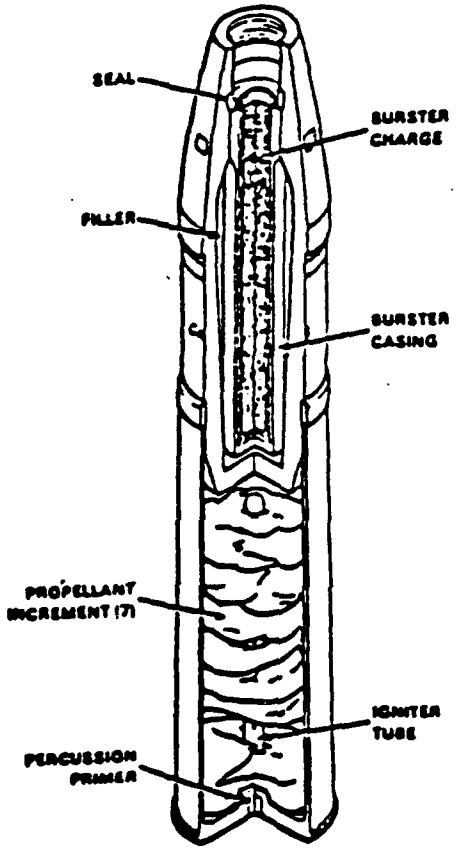
(1) Air Force MC-1 bombs shall be shipped with bursters on a one-for-one basis; all other required components will be pre-positioned by and at the theater using commands. TCM TPFDD development and requisitions will include the bursters. Requisitions for all other components will be through normal Class V supply/resupply channels.

(2) Navy MK94 MOD-O bombs shall be shipped with bursters on a one-for one basis; all other required components will be pre-positioned by and at the theater using commands. TCM TPFDD development and requisitions will include the bursters. Requisitions for all other components will be through normal Class V supply/resupply channels.

(3) Navy MK116 Weteye bombs shall be shipped with bursters on a four-to-one basis; all other required components shall be pre-positioned by and at the theater using commands. TCM TPFDD development and requisitions shall include the bursters. Requisitions for all other components will be through normal Class V supply/resupply channels.

c. All other TCM are shipped as complete rounds.

d. Following is the TCM complete round listing.



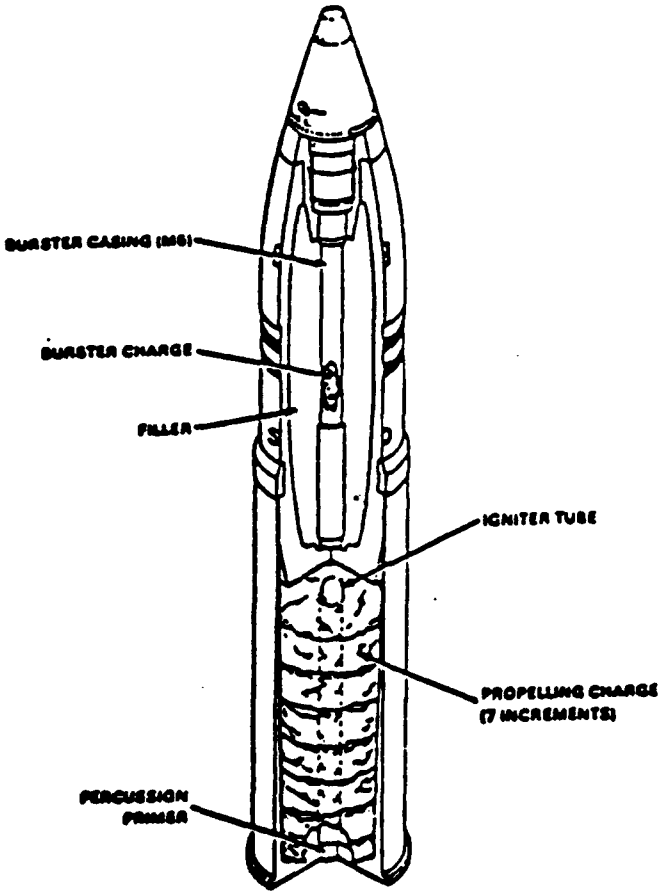
CARTRIDGE, 105MM, M360
CHEMICAL AGENT GB, (1315-C441)

The M360 cartridge is made up of three basic components: projectile, cartridge case and fuze. The cartridge is a semi-fixed round of ammunition. The projectile is a hollow one-piece steel forging which contains 1.63 pounds of GB chemical agent and a press fitted burster casing with a composition B type burster. The cartridge case is a primed/charged M14 series. The fuze is a point detonating (PD) type. The M360 is overpacked in a fiber container and two rounds are stored and shipped in a wooden box outer-pack. No additional components are needed by gun crew to fire this cartridge.

NSN	NOMENCLATURE	USER
1315-00-203-8985	Cartridge, 105mm, M360, W/Fuze	Army/Marine

	PD, M5O8	Corps
1315-O1-O28-1234	Cartridge, 1O5mm, M36O, W/Fuze PD, M557	Army/Marine Corps

NOTE: The M739 (1390-N340) and M577 (1390-N335) point detonating (PD) fuze may also be used on this round.



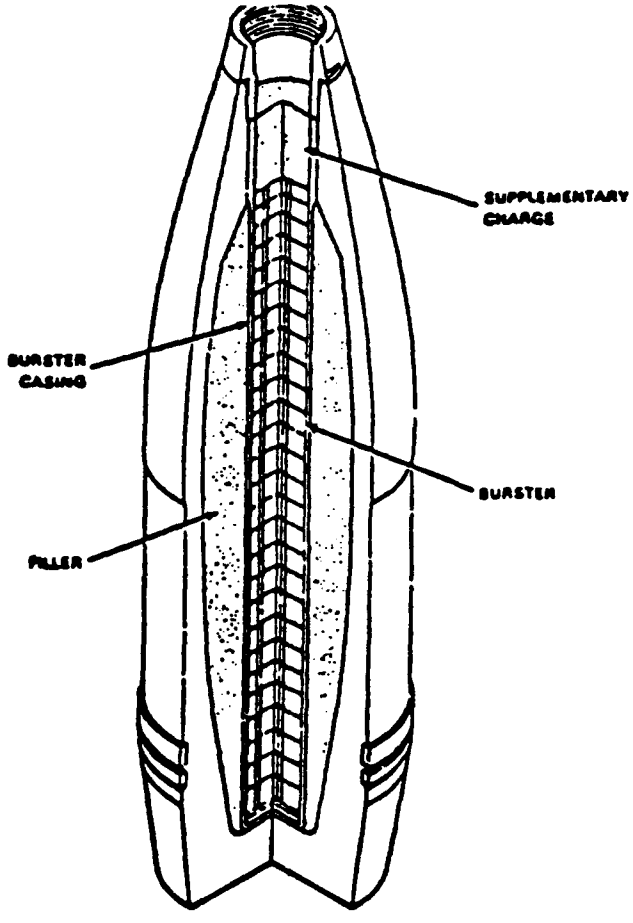
CARTRIDGE, 1O5MM, M6O
CHEMICAL AGENT: H/HD (1315-C442)

The M60 cartridge is similar to the M360 cartridge with the following exceptions: The M60 cartridge contains 2.97 pounds of mustard agent and the burster is tetrytol instead of composition B. No additional components are required by the gun crew to fire this round.

NSN	NOMENCLATURE	USER

1315-OO-O28-4829	Cartridge, 1O5ınm, M6O, W/Fuze PD, M57	Army
1315-OO-322-6365	Cartridge, 1O5mm\, M6O, W/Fuze, PD, M51A5	Army

NOTE: The M739 139O-N34O point detonating (PD) fuze may also be used on this round.



PROJECTILE, 155MM, M121A1
CHEMICAL AGENT: GB; (1320-D542\)
CHEMICAL AGENT: VX; (1320-D568\)

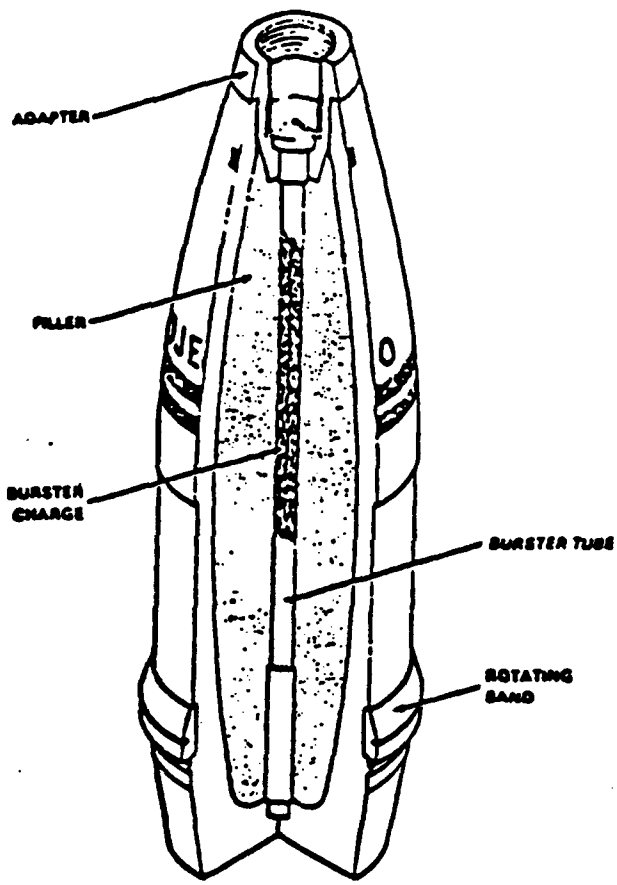
The projectile M121A1 is a hollow, deep-cavity steel shell containing a supplementary charge, burster and a gas filler of either nonpersistent or persistent chemical agent. The M71 burster is a thin metal cylinder filled with composition B explosive extending through the center of a M15 burster casing. The projectile is filled with 6.5 pounds of nonpersistent and 6.0 pounds of

persistent agent. A supplementary charge (TNT) is installed by manufacturer and held in place by a cardboard spacer. A lifting plug is then installed for handling and shipping into the fuze well. A point detonating (PD) or proximity fuze can be used with this projectile. Do not remove supplementary charge for M732 proximity fuze. The following items and components are needed by the gun crew to fire this projectile:

DODAC	NOMENCLATURE	NSN	USER
1320-D542 See Note 1	Projectile, 155mm, M121A1 GB	1320-00-892-4186	Army/Marine Corps
1320-D568	Projectile, 155mm, M121A1 VX	1320-00-756-2888	Army/Marine Corps
1320-D594	Projectile, 155mm, M687 GB-2	1320-00-431-6249	Army/Marine Corps
1320-D533	Charge, Propelling; M119A1 Red Bag	1320-01-093-6856 1320-01-051-4132 1320-00-143-6847	Prime Stock Alternate Stock Alternate Stock
1320-D540	Charge, Propelling; M3A1 Green Bag	1320-00-935-1922 1320-00-028-4837	Prime Stock Alternate Stock
1320-D541	Charge, Propelling; M4A2 White Bag	1320-00-935-1923	Prime Stock
1390-N335	Fuze, PD; M557	1390-00-187-5392 1390-00-892-4302	Prime Stock Alternate Stock
1390-N340	Fuze, PD; M739	1390-00-574-7705 1390-01-080-9447 1390-01-032-7481	Prime Stock Prime Stock Alternate Stock
1390-N463	Fuze, Proximity, M728	1390-00-182-3132	Prime Stock
1390-N464	Fuze, Proximity, M732	1390-01-020-0096 1390-01-137-5444 1390-01-202-1710	Prime Stock Alternate Stock Alternate Stock
1390-N523 See Note 2	Primer, Percussion, M82	1390-00-892-4202	Prime Stock
1390-N525 See Note 2	Primer, Percussion, MK2A4	1390-00-935-9234 1390-00-028-4918 1390-00-028-4919 1390-00-926-3924 1390-00-009-5571	Prime Stock Alternate Stock Alternate Stock Alternate Stock Alternate Stock

Footnote:

1. The M121AI projectile is to be used with cannon M1, M1A1, M45, M126, M126A1, M185 and M199.
2. The M82 primer is used with cannon M126, M126A1, M185 and M199. The MK2A4 prime is used with cannon M1, M1A1, M1A2 and M45.



PROJECTILE, 155MM, M110
CHEMICAL AGENT, H/HD (1320-D543)

The M110 projectile is a hollow steel casing containing a burster extending through the center. The burster tube is loaded with a tetrytol burster, the remaining cavity is filled with 11.7 pounds of chemical agent H/HD. A lifting plug is installed in the nose fuze cavity for use in shipping and handling. A PD fuze is normally used with this projectile. The following items and components are needed by the gun crew to fire this projectile:

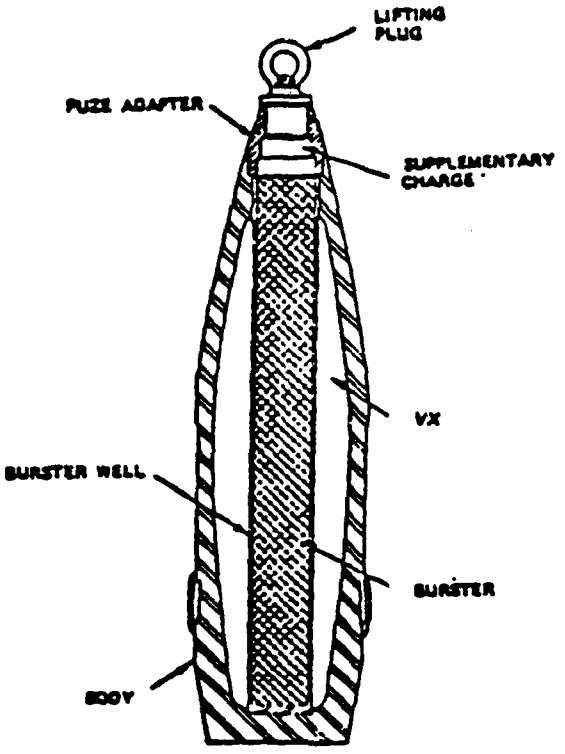
DODAC	NOMENCLATURE	NSN	USER
1320-D543 Note 1	Projectile, 155mm, M110	1320-00-529-7352	Prime Stock User: Army
1320-D533	Charge, Propelling, M119A1 Red Bag	1320-01-093-6856 1320-01-051-4132 1320-00-143-6847	Prime Stock Alternate Stock Alternate Stock
1320-D540	Charge, Propelling, M3A1, Green Bag	1320-00-935-1922 1320-00-028-4873	Prime Stock Prime Stock
1320-D541	Charge, Propelling, M4A2, White Bag	1320-00-935-1923	Prime Stock
1390-N278	Fuze, Mechanical Time, M564	1390-00-889-2044 1390-01-032-6130	Prime Stock Alternate Stock
1390-N335	Fuze, PD, M557	1390-00-187-5392 1390-00-892-4302	Prime Stock Alternate Stock
1390-N340	Fuze, PD, M739	1390-00-574-7705 1390-01-080-9447 1390-01-132-7481	Prime Stock Alternate Stock Alternate Stock
1390-N523 Note 2	Primer Percussion, M82	1390-00-892-4202	Prime Stock
1390-N525 Note 3	Primer Percussion, MK2A4	1390-00-935-9234 1390-00-028-4918 1390-00-028-4919 1390-00-926-3924 1390-00-009-5571 1390-01-008-4605	Prime Stock Alternate Stock Alternate Stock Alternate Stock Alternate Stock Alternate Stock

Footnote:

1. The M110 projectile is to be used only with cannon M1, M1A1, M1A2, M45, M126, M126A1, M185 and M199.

2. Use M82 primer, percussion when firing the M126, M126A1, M185 and M199 cannon.

3. Use MK2A4 primer, percussion when firing the M1, M1A1, M1A2 and M45 cannon.



PROJECTILE, 8-INCH M426
CHEMICAL AGENT VX (1320-D695)
CHEMICAL AGENT GB (1320-D696)

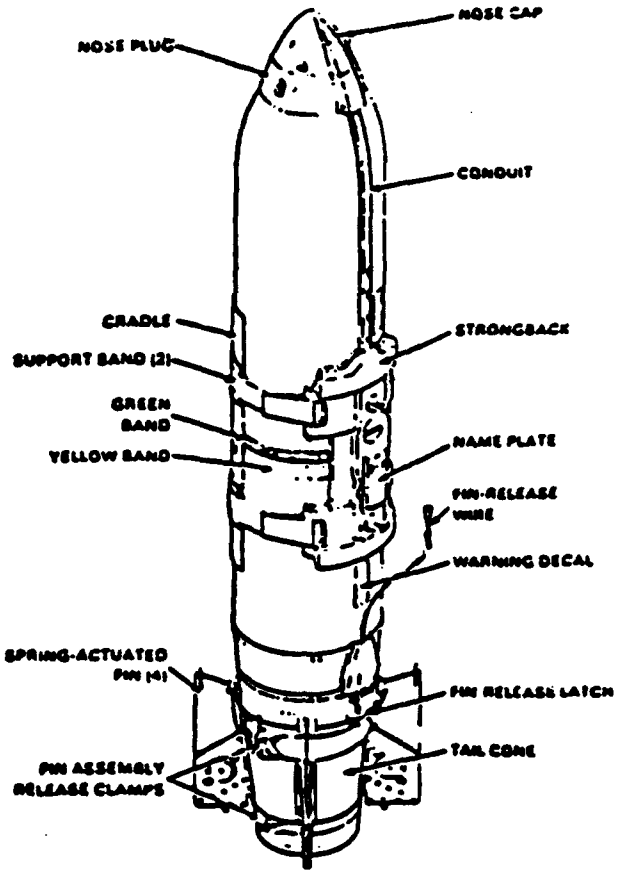
The M426 projectile is a hollow steel forging with a tubular burster casing extending through the center of the projectile. It contains a composition B-type burster and is filled with 14.5 pounds of chemical agent GB or VX. A lifting plug is installed in the fuze adapter for use in handling and shipping. Either a point detonating (PD) or a proximity fuze may be used with this projectile. A TNT supplementary charge is installed by the manufacturer and held in place with a cardboard spacer. Do not remove supplementary charge if the M732 proximity is used. The following components are needed by the gun crew to fire this projectile:

DODAC	NOMENCLATURE	NSN	USER
1320-D695	Projectile, 8-Inch M426 Chemical Agent VX	1320-00-763-6878	Prime Stock User: Army
1320-D696	Projectile, 8 Inch M426 Chemical Agent GB	1320-00-763-6879	Prime Stock User: Army/ Marine Corps
1320-D662	Charge, Propelling; M188A1/ M188 White Bag	1320-01-070-4485 1320-01-070-4486	Prime Stock Alternate Stock
1320-D675	Charge, Propelling; M1, Green Bag	1320-00-028-4374 1320-00-542-0132	Prime Stock Alternate Stock

1320-D676	Charge, Propelling; M2, White Bag	1320-00-028-4375 1320-00-028-4378	Prime Stock Alternate Stock
1390-N335	Fuze, PD; M557	1390-00-187-5392 1390-00-892-4302	Prime Stock Alternate Stock
1390-N340	Fuze, PD; M739	1390-00-574-7705 1390-01-080-9447 1390-01-132-7481	Prime Stock Alternate Stock Alternate Stock
1390-N463	Fuze, Proximity; M728	1390-00-182-3132	Prime Stock
1390-N464	Fuze, Proximity; M732	1390-01-020-0096 1390-01-137-5444 1390-01-202-1710	Prime Stock Alternate Stock Alternate Stock
1320-D681	Flash Reducer	1320-00-926-9302 1320-00-028-4368	Prime Stock Alternate Stock
1390-N523 Note 1	Primer Percussion; M82	1390-00-892-4202	Prime Stock
1390-N525 Note 1	Primer Percussion, MK2A4	1390-00-935-9234 1390-00-028-4918 1390-00-028-4919 1390-00-926-3924 1390-00-009-5571 1390-01-008-4605	Prime Stock Alternate Stock Alternate Stock Alternate Stock Alternate Stock Alternate Stock

Footnote:

1. M82 primer is used with cannon M47, M2A2 and M201. MK2A4 primer is used with cannon M2 and M2A1.



BOMB, CHEMICAL, MK116 MOD O (WETEYE)
CHEMICAL AGENT: GB; (1325-E382)

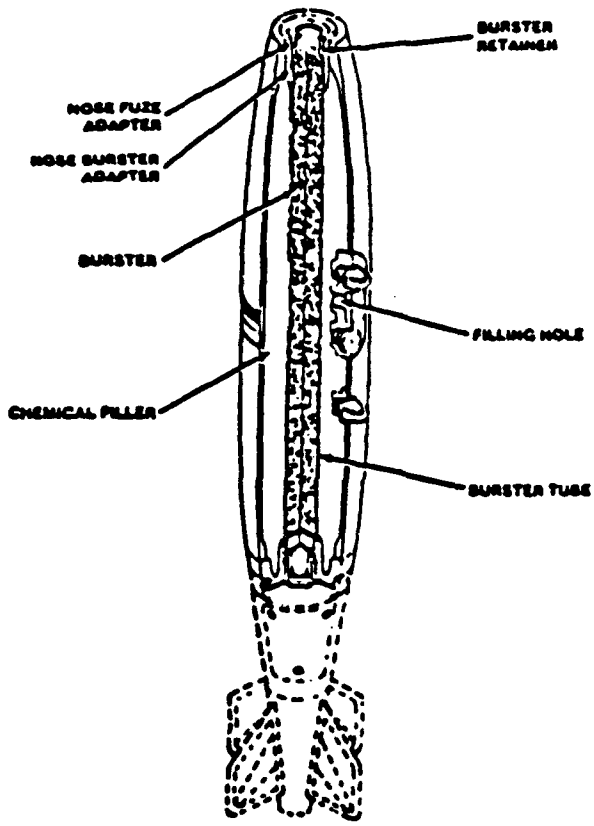
The MK116 MOD O is a high agent-to-weight ratio bomb filled with 347.0 pounds of nonpersisent chemical agent (GB). This bomb is fuzed with a mechanical time fuze and has four MK5 MOD O bursters which upon impact explosively disseminates the chemical agent. The MK116 MOD O is shipped and stored in a MK398 MOD O shipping and storage container; fuzes and bursters are shipped separately.

DODAC	NOMENCLATURE	NSN	USER
1325-E382	Bomb, Chemical Agent GB MK116 MOD O (Weteye)	1325-00-890-7937	Prime Stock User: Navy/ USMC (Air)
1325-F526	Burster MK5 MOD O	1325-00-890-7935	Prime Stock

Note 1

1325-F681	Fuze, Bomb; Nose M904E2, Impact Non-DEL	1325-00-926-1895	Prime Stock
1325-E372	Bomb Chemical, M116 MOD O Weteye (Empty)	1325-00-890-7936	Prime Stock
None	Shipping and Storage Container MK398 MOD O	8140-00-890-7930	

Footnote:
1. The MK116 MOD O requires 4 MK5 MOD O bursters to be installed.

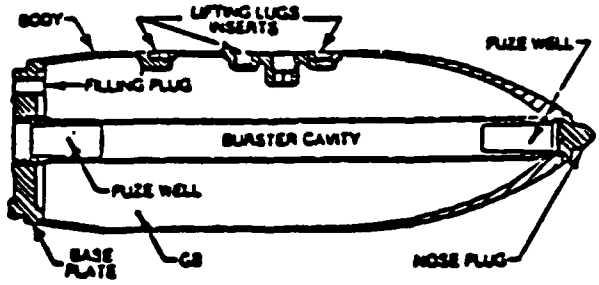


BOMB, CHEMICAL AGENT GB
MK94 MOD 0, 500# (1325-E384)

The MK94 MOD O is essentially a MK82 general-purpose (GP) fin stabilized, low drag bomb which has been modified for chemical agent filling. The modification consists of elimination of the electric cable conducters, adding a burster well, and adding filling holes; The body wall is constructed of steel with a minimum thickness of 0.4 inches. The MK94 MOD O is filled with 108 pounds of nonpersistant chemical agent and is stored with nose and tail shipping plugs installed. The burster, fuzes, adapter booster, fin assembly and hoisting lugs are packed and shipped separately, the suspension lugs are packaged and shipped with fin assembly.* The buster fuze, arming wires and assemblies are assembled in the field or aboard ship to form a complete round. The tail fuze is not normally used on the MK94 MOD O. The following items are required for the MK94-O to be functional:

DODAC	NOMENCLATURE	NSN	USER
1325-E384	Bomb; Chemical Agent GB; MK94 MOD O, 500 Lb	1325-00-566-0324	Prime Stock User: Navy/ USMC (Air)
1325-F104	Bomb, Practice BDU-5O/B Inert Filled (Concrete)	1325-01-166-2562	
1325-F243	Bomb, Practice MK82 MOD O, Inert Filled	1325-00-580-1779	Prime Stock
1325-F240	Bomb, MK82 MOD O Empty	1325-00-585-3841	Prime Stock
1325-E486	Bomb, MK82 MOD O Empty	1325-00-465-7285	Prime Stock
1325-F372	Adapter/Booster, Bomb Nose, M115A1	1325-00-926-3954 1325-00-495-5413 1325-00-827-3851 1325-00-926-1856	Prime Stock Alternate Stock Alternate Stock Alternate Stock
1325-F529	Burster, HBX1	1325-00-033-8011	Prime Stock
1325-F624	Fin Assembly, Bomb Conical, MK82 W/Suspension Lugs	1325-00-585-3784	Prime Stock
1325-F657	Fin Assembly, Bomb Conical, MAU93/B W/Suspension Lugs	1325-00-476-5855 1325-00-866-1175 1325-00-923-1475	Prime Stock Alternate Stock Alternate Stock
1325-F681	Fuze, Bomb, Nose Impact M904E1	1325-00-926-1895	Prime Stock

*Arming wires are not a stock item. They are locally fabricated by the loading crew.

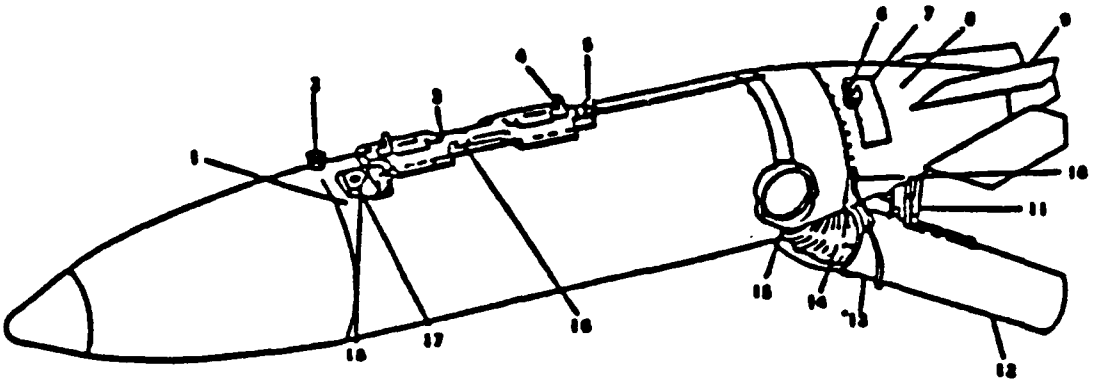


BOMB B, CHEMICAL AGENT GB
MC-1 750 POUND (1325-E388)

The MC-1 gas bomb is a modified body of the M117, 750 pound general-purpose bomb. It is streamlined to ensure low air resistance. A hollow burster tube is welded at both ends and lies between nose and tail fuze cavities. The remainder of the bomb cavity is filled with 220 pounds of chemical agent.

DODAC	NOMENCLATURE	NSN	USER
1325-E388	Bomb, Chemical: Agent GB; MC-1, 750 Pound	1325-00-554-1173	Prime Stock User: AF
1325-F110	Bomb, GP M117 750 lb (Empty)	1325-00-322-6386	
1325-F245	Bomb, GP M117A1 750 lb (Empty)	1325-00-926-9305	
1325-F246	Bomb, GP M117A1E1 750 lb (Empty)	1325-00-496-1908	
1325-F250	Bomb, GP, M117 750 lb (Inert)	1325-00-028-5266	
1325-F372	Adapter-Booster, Nose M148	1325-00-495-5413 1325-00-827-3851 1325-00-926-1856 1325-00-926-3954	Prime Stock Alternate Stock Alternate Stock Alternate Stock
1325-F387	Adapter-Booster-Tail M147	1325-00-926-4082 1325-00-935-2070 1325-00-935-6085	Prime Stock Alternate Stock Alternate Stock
1325-F418	Arming Wire Assembly	1325-00-907-6734	Prime Stock
1325-F522	Burster M32	1325-00-716-1443	Prime Stock

1325-F578	Fin Conical: M131A1 w/2 SUSP LUG	1325-00-930-0943	
1325-F639	Fin, Conical; MAU103/B W/Lug Suspension	1325-00-088-7926	Prime Stock
1325-F835	Fuze, Bomb: Nose M904E3	1325-00-143-7153 1325-00-965-0855 1325-00-827-4029	Prime Stock Alternate Stock Alternate Stock
1325-F989	Fuze, Bomb, Tail M905/T771	1325-00-827-4020 1325-00-756-2184	Prime Stock Alternate Stock
1325-G212	Delay, Element Fuze M9	1325-00-585-9290	Prime Stock
1325-CY72	Swivel Link	1325-00-764-1284	Prime Stock
1325-EY21	Ferrule, Arming Wire	1325-00-028-5817	Prime Stock
1325-EY50	Drive, Assembly; ATU 35 A/B	1325-00-126-2030	Prime Stock
1325-EY63	Shaft, Drive, Fuze Arming, MAU 86/B6	1325-00-236-1994	Prime Stock
1325-EY74	Clip, Safety Arming Wire	1325-00-456-3490	Prime Stock
1325-EY91	Coupler, Drive Assembly MAU 87/B	1325-00-920-7346	Prime Stock



1. AGENT CONTAINER
2. FILLER BOSS
3. HARDBACK ASSEMBLY
4. SUSPENSION LUGS (TYPICAL)
5. ELECTRICAL RECEPTICAL
6. ACTUATOR
7. ACCESS DOOR
8. TAIL CONE
9. TAIL CONE FIN
10. ARMING PIN
11. SWAYBRACE
12. DISSEMINATION NOZZLE (EXTENDED)
13. CONNECTOR DUCT SHIELD
14. CONNECTOR DUCT
15. OUTLET CUTTER
16. NAMEPLATE
17. INLET CUTTER
18. AIRSCOOP

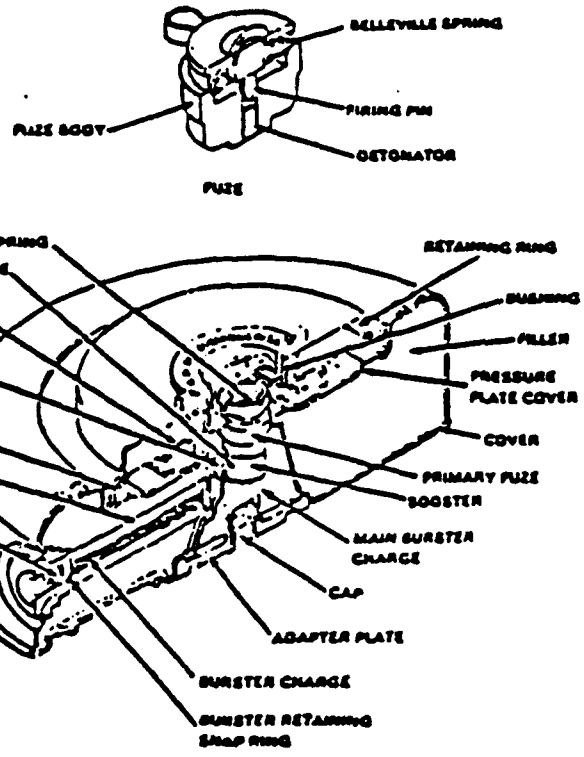
TANK, SPRAY: AGENT VX
TMU28/B (1325-DY32)

The TMU28B spray tank consists of four major sections: an agent container, the hardback assembly, the tail cone section, and a dissemination nozzle. The sections are assembled and shipped as one unit. The agent container has a total of 160.4 gallons of persistent chemical agent. The TMU28/B spray tank is stored and shipped in a CNU-77/E23 shipping and storage container. Items that are needed to employ this weapon system are listed below.

DODAC	NOMENCLATURE	NSN	USER
1325-DY32	Tank, Spray TMU28/B	1325-00-900-5542	Prime Stock User: AF
1325-DY36	Kit, Assembly Cutter	1377-01-092-5691	Prime Stock
1325-EY56	Tank, Spray TMU28/B Empty	1325-00-225-0901	
None	Container, Shipping and Storage CDU77/E23	8140-00-118-9627	

NOTE:

1. DY 36 kit, assembly cutter, contains both front and rear cutters and electrical cable for F-4 aircraft.
2. Kit, assembly cutter, will be uploaded in July/August 1986 and will be shipped in conjunction with DY 32.



MINE, CHEMICAL AGENT
M23, VX 1345-K257

The M23 chemical land mine has the same characteristics as the M15 antitank mine except it has four ridges on the top of the mine body located 90 degrees from each other. The M23 is filled with approximately 10.5 pounds of persistent agent VX. The mine is stored and shipped in a metal drum containing 3 mines, 3 fuzes and 3 activators. The initiator is installed during filling operation. No additional items or components are needed to place the mine in operation.

DODAC	NOMENCLATURE	NSN	USER
1345-K257	Mine, M23	1345-00-542-1580	Prime Stock Army/USMC

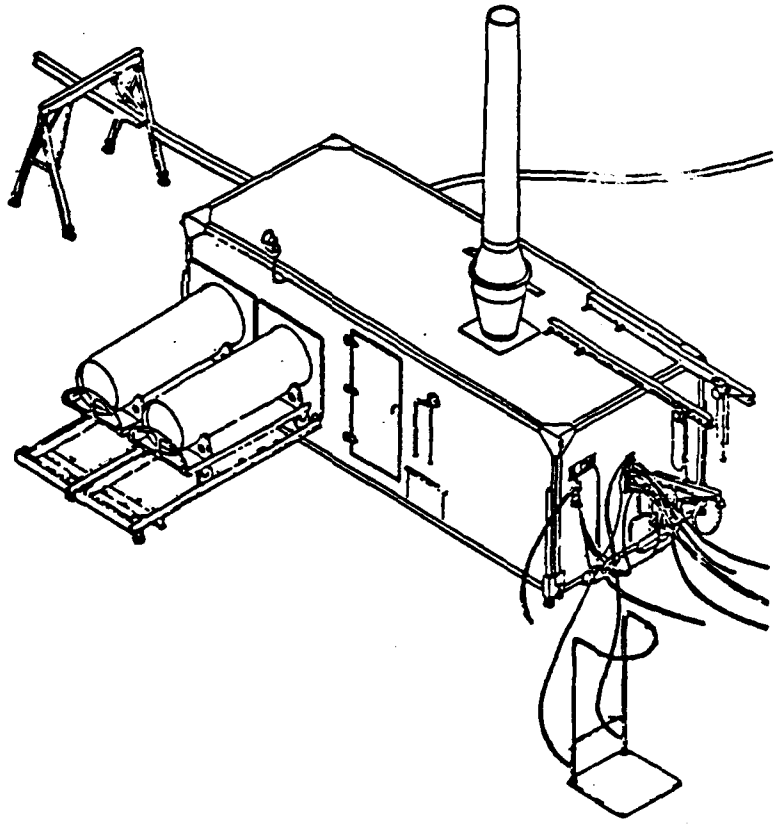
BULK AGENT

DODAC	NOMENCLATURE	NSN	USER
1365-K655	Ton Container HD	1365-00-277-3040	Prime Stock
1365-K665	Ton Container HT	1365-00-277-3041	Prime Stock

1365-K725	Ton Container GB	1365-00-293-9239	Prime Stock
1365-K732	Ton Container VX	1365-00-541-7209	Prime Stock

CONTAINER

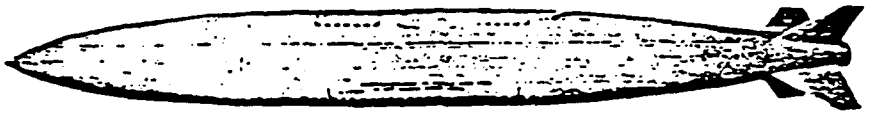
None	Ton Container	8140-00-292-9663 Type D	Empty
None	Ton Container	8140-00-292-9664 Type A	Empty



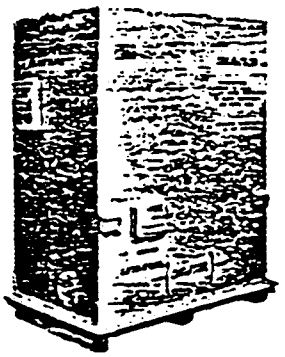
CHEMICAL TANK FILLING UNIT (CTFU) MK4 MOD O

The MK4 MOD O chemical tank filling unit is an in-service Marine Corps item of support equipment under the cognizance of Naval Air System Command and utilized by the Marine Wing

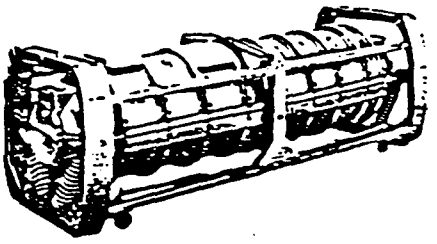
Weapons Unit (MWWU). The MK4 is a semiautomatic, toxic agent transfer system designed for field filling operations and decontaminations of the Aero 14B Spray Tank. The system is compatible with the chemical agents VX and GB (thickened and unthickened). The field filling van consists of an air transportable alluminum van, dimensionally similar to the standard SATS van (20 feet long x 8 feet wide x 7 1/2 feet high). The interior of the van is designed to accommodate the required pumps, piping, valves, and equipment necessary to effect agent transfer from bulk containers into the Aero 14B Airborne Spray Tank.



AERO 14B AIRBORNE SPRAY TANK



AERO 14B COMPONENT CONTAINER



AERO 14B CENTER SECTION CONTAINER

AERO 14B AIRBORNE SPRAY TANK AND SHIPPING CONTAINERS

The Aero 14B Airborne Spray Tank is an in-service Marine Corps weapon under the cognizance of Naval Air Command. The Aero 14B is a self-contained, pressure type, combination storage and airborne dispersion weapon for various liquid agents. The pressure control system provides the force required for the discharge of the liquid agent stored within the reservoir. The discharge nozzle system, with its motor control assembly, provides the selection of a wide range of flow rates required for tactical use. The Aero 14B is of all mteal construction designed for external carriage on authorized military aircraft. The spray tank can is removed from its two equipment shipping containers by Marine Wing Weapons Unit personnel and field assembled and filled using the MK4 MOD O chemical tank filling unit (CTFU).

ANNEX N (REQUISITIONING PROCEDURES)

1. **GENERAL** This Annex provides the procedures for requisitioning TCM to support CINC requirements.

2. **PROCEDURES**

a. Component commands assigned a chemical mission in support of unified commands will have Toxic Chemical Munitions (TCM) requisitioning responsibility.

b. TCM are supplied by component command submission of requisitions through Service Inventory Control Point (ICP) channels to the National Inventory Control Point (NICP).

(1) The NICP is: Commander,
U.S. Army Armament, Munitions and Chemical Command
ATTN: AMSMC-DSD-AS
Rock Island, IL 61299-6000

Message Address (TT): CDR AMCCOM ROCK ISL IL//AMSMC-DSD-AS//

(2) The Air Force ICP is: Ogden Air Logistics Center
OOALC/MMW
Hill Air Force Base, UT 84056-5609

Message Address (TT): DIR MAT MGT HILL AFB UT //MMW//

(3) The Navy ICP is: Commanding Officer
Navy Ships Parts Control Center
Code 85
5450 Carlisle Pike
P.O. Box 2020
Mechanicsburg, PA 17055-0788

Message Address (TT): SPCC MECH PA //CODE 85//

(4) The Marine Corps ICP (ground munitions) is:

Commandant of the Marine Corps
Headquarters, U.S. Marine Corps
Code LMG
Washington, DC 20380-7001

Message Address (TT): CMC WASH DC //CODE LMG//
(Note: Marine Corps Air Munitions/Bulk Chemical Agent ICP is Navy SPCC)

(5) The Army ICP for Europe TCM is:

Commander
59th Ordnance Brigade
ATTN: AEUSA-M
APO NY 09189

Message Address (TT): CDR 59TH ORD BDE PIRMASENS GERMANY
//AEUSA-M//

(6) The Army ICP for Europe Class V Components is:

Commander
200th Theater
Army Materiel Management Center
ATTN: AEA
APO NY 09052

Message Address (TT): CDR 200TH TAMMC ZWEIBRUEKEN GE //AEA//

(7) The Army ICP for Pacific is:

Commander
U.S. Army Central Ammunition Management
Office - (Pacific)
ATTN: SMCCA-OP
Fort Shaffer, HI 96858-5465

Message Address (TT): CDR USACAMO-PAC FT SHAFTER HI //SMCCA-OP//

(8) The Army ICP for component commands other than assigned to Europe or Pacific is:

Commander
U.S. Army Armament, Munitions and
Chemical Command
ATTN: AMSMC-DSD-AS
Rock Island, IL 61299-6000

Message Address (TT): CDR AMCCOM ROCK ISL IL //AMSMC-DSD-AS//

c. Development of Time-Phased Force Deployment Data (TPFDD) for TCM or required components does not replace the requirement for or constitute requisitioning. TCM TPFDD information can and should be used for source information during development of requisitions.

d. TCM requisitions should be prepositioned prior to OPLAN execution at the ICP or through the ICP to the NICP (see Appendix I for preposition requisition format). If prepositioned, requisitions must be activated/modified/changed by separate message once the CINC has received deployment approval, validated the TCM TPFDD and directed execution of deployment requests. (Note: TCM-unique components will be included in the prepositioned requisitions and will be shipped with the end item; all other common usage components are supplied through normal Class V supply/resupply procedures. (See Annex M for components.)

ANNEX O (DISTRIBUTION)

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Commander Navy Ships Parts Control Center ATTN: Code 85 P.O. Box 2020 5450 Carlisle Pike Mechanicsburg, PA 17055-0788	1

Marine Corps:

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Commander 59th Ordnance Brigade ATTN: AEUSA-CB APO New York O9189	1
Commander U.S. Army Dugway Proving Ground ATTN: STEDP-CO/PO Dugway, UT 84022-5000	1
Commander U.S. Army White Sands Missile Range ATTN: STEWS-PL White Sands Missile Range, NM 88002-5031	1
Commander U.S. Army Aberdeen Proving Ground Installation Support Activity ATTN: STEAP-PF-P Aberdeen Proving Ground, MD 21005-5001	1
Commandant U.S. Army Military Police School ATTN: ATZN-MP-CCS Fort McClellan, AL 36205	1