

## CHAPTER 4

### PROPERTY REQUIRING SPECIAL PROCESSING

A. **GENERAL.** Some property, because of its peculiar nature, its potential influence on public health, safety, the environment, security, or private industry, must be disposed of in other than a normal fashion. This chapter sets forth those items or categories of property, explains their peculiarities and **furnishes** guidance for their disposal. Environmentally regulated and hazardous commodities are addressed in Chapter 10, Environmentally Regulated and Hazardous Property, Attachment 1, Special Turn-In Requirements.

NOTE: The following categories were removed from this chapter and moved to Chapter 10, Environmentally Regulated Property, Attachment 1:

- Asbestos
- Batteries
- Chemical Defense Equipment
- Composite Fiber Material
- Compressed Gas Cylinders
- Containers
- Fluorescent Lamps
- Hospital Generated Infectious Wastes
- Lab Packs for Small Quantity Chemical Items
- Liquid Rocket Propellants
- Polychlorinated Biphenyl**
- Protective Masks and Filters (Gas Masks)
- Spill Residues

B. **LIST OF ITEMS REQUIRING SPECIAL PROCESSING.** Applicable to excess, surplus, and, where applicable, FEPP.

1. Agricultural Commodities, Foods Processed therefrom, and Cotton and Woolen Goods

a. Surplus agricultural commodities, surplus foods processed from agricultural commodities, and surplus cotton or woolen goods maybe processed with no special handling when:

(1) The quantity of the commodity or product in any one location has an acquisition cost of \$5000 or below.

(2) The commodity or product must be disposed of immediately to prevent spoilage,

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b. When surplus agricultural commodities, surplus foods processed from agricultural commodities, and surplus cotton or woolen goods meet the conditions specified below, DRMS shall obtain from the Administrator, Agricultural Stabilization and Conservation Service, Department of Agriculture, 1400 Independence Ave. SW, Washington, DC 20013, a determination on how best to proceed with the proposed transferor sale.

(1) The quantity of the commodity or product in any one location has an acquisition cost in excess of \$5,000.

(2) The commodity or product does not require immediate disposal to prevent spoilage.

(3) The quantity to be sold during any month has an acquisition cost in excess of:

(a) Raw cotton, wheat and other grains, flour, leaf tobacco, and cotton and woolen goods--\$300,000.

(b) Meat, poultry and poultry products, peanuts and other fats and oil--\$50,000.

(c) All other agricultural commodities and foods processed from them--\$25,000.

c. When quantities of surplus agriculture commodities, surplus foods processed from them, and surplus cotton or woolen goods, exceed the amounts specified in subparagraph B 1 b, DRMS shall obtain from the Department of Agriculture Farm Service Agency, P.O. Box 2415, Washington, DC 20013-2415:

(1) A determination, with pertinent instructions, that the commodities or products should be transferred to the Department of Agriculture for disposition as provided by the Act.

(2) A statement setting forth the conditions and prices which should be used by the holding agency in the disposition of the commodities or products.

d. Transfers, if directed, shall be made without charge to the Department of Agriculture.

## 2. Aircraft

### a. General

(1) **DRMOs** shall not screen or report aircraft. The owning Military Service shall screen **aircraft** with the other Military Services and DoD activities, and then report excess to GSA Region 9 for Federal civil agency and donation screening.

(2) This policy applies to all aircraft; however, processing procedures may vary for aircraft located at AMARC, Davis Monthan AFB, Arizona.

(3) Categories of aircraft used in this paragraph are defined as follows:

(a) Category “A.” **Aircraft** authorized for sale and exchange for commercial use. This includes fixed wing (FSC 1510) and rotary wing (FSC 1520) **aircraft** which do not require **DEMIL** as defined by DoD 4160.21-M-1, and have been identified by the **Military Semites** as available for commercial sale or exchange as in Attachment 1, this chapter.

(b) Category “B.” **Aircraft** used for ground instructional and static display purposes. These **aircraft** generally have not been maintained to airworthiness standards, precluding their use as a flyable **aircraft**.

(c) Category “C.” **Aircraft** that are combat configured as determined by the **Services**.

b. **Aircraft with Commercial Flight Application.** This section applies to Category “A” **aircraft** which may be sold or exchanged for commercial use as determined by the **Military Services**.

(1) **Screening of Category “A” aircraft**

(a) **DoD Screening.** The **Military Semites** shall screen with other **Service** and **DoD** activities to determine needs for complete aircraft or parts reclamation. Screening shall be in written form agreeable to the **Military Services** and other **DoD** activities. This screening shall be to determine needs for complete aircraft or parts reclamation.

(b) **GSA Screening.** The **Military Services** shall report excess **aircraft** to **GSA** on Standard Form (SF) 120, Report of Excess Personal Property, for Federal and donation screening for the period of time prescribed by FPMR 101-43 and 101-44. The SF 120 shall list all major systems (such as engine, electronics) missing from the **aircraft** at the time of reporting. The report shall also indicate whether the data plate, log books and historical/modification records are available, and if additional parts will be removed from the aircraft at the time of release to the transferee. Data plates for aircraft transferred or donated for non-flight purposes shall be removed prior to issuance.

(2) **Priority for allocation shall be:**

(a) **Issue to another Military Service as complete aircraft.**

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(b) Issue to another DoD activity (includes Civil Air Patrol [CAP]) as complete aircraft.

(c) Use of aircraft for parts reclamation to **satisfy** DoD supply system needs with the needs of the owning Military Service taking precedence.

(d) Issue of excess **aircraft** to Federal & State law **enforcement** activities (see Chapter 5, Attachment 1, paragraph 2).

(e) Issue for Security Assistance needs.

(f) Transfer of excess **aircraft** to a Federal civil agency through GSA.

(g) Donation of surplus **aircraft** to authorized recipients through **GSA**.

NOTE: GSA may, on a case-by-case basis, request transfer of an aircraft to a Federal civil agency for continued flight use prior to issues under (c) above. **The request shall specify the recipient agency and intended use.** Such requests shall, when feasible, be honored by the owning Military Service instead of parts reclamation.

(3) Issues

(a) Issues to CAP. If flyable **non-AMARC** aircraft are selected by HQ CAP-USAF for issue to CAP, the following procedures apply:

**1** The losing Military Service shall issue the aircraft to the AFX account specified by HQ CAP-USAF, ensuring that data plates and all available **historical/modification** records accompany the aircraft.

**2** Should CAP-USAF elect to use the **aircraft** for reclamation of parts, CAP should contact the owning Service for arrangements concerning reclamation of parts. Should CAP elect not to reclaim parts and components from the aircraft, HQ CAP-USAF shall make arrangements for issue and delivery of the **aircraft**, data plates, and **historical/modification** records to AMARC. CAP aircraft received at AMARC shall be reported to GSA for use by Federal civil agencies and by authorized donees.

(b) Issues to Law Enforcement Activities (See Chapter 5, Attachment 1, paragraph 2.) The DLA Law Enforcement Support Office (**LESO**) shall prioritize Federal & State requests, in coordination with the Deputy Assistant Secretary for Drug Law Enforcement Policy (**DASD [DEP&S]**), the owning **Military** Service, DoJ, and the Office of National Drug Control Policy (**ONDCP**).

(c) Issues to Federal civilian agencies and donation customers. The Military Services shall release aircraft upon receipt of fully executed issue documents, SF 122, Transfer Order-Excess Personal Property, or SF 123, Transfer Order-Surplus Personal Property. The issue document shall indicate the name of the recipient and the intended use of the aircraft. Data plates and historical, modification & maintenance records shall be furnished along with the aircraft to the federal civil agency or authorized donee. For aircraft issued or donated for ground use only, the data plates shall be removed prior to release to the authorized recipient.

(4) DRMS Processing

(a) Prior to the transfer of accountability to the DRMS, the Military Services will ensure that all required screening has been completed. The transfer to a DRMO shall be accomplished by using an individual DD Form 1348-1A for each aircraft. The generator shall include on the DTID, the adjusted dollar value of the aircraft, a list of parts or components that have been removed, and an indication if the data plates are/are not available on the DTID. Data plates and records may not be tampered with nor removed before or at the time of turn-in.

(b) All available aircraft log books, historical/modification/ maintenance records shall be transferred to the DRMO with the aircraft. If these records are not available, a statement to this effect shall be included on the DTID.

(c) DRMOs shall safeguard the historical/modification/maintenance records at all times prior to final disposition.

(d) DRMOs shall offer aircraft for sale on an “each” basis except those aircraft that are completely in scrap condition or that require airframe DEMIL. The sale offering shall include, at a minimum, the following information, if available:

**1** Military Model-Design-Series (MDS) and the manufacturer’s model (when available) of the aircraft; serial number(s); total airframe and engine time; total engine time since last overhaul; time since last Inspection, Repair As Necessary (IRAN); other pertinent information considered necessary to properly advertise the aircraft to the buying public.

**2** Special sale condition “Federal Aviation Administration Flight Certification” shall be included in each sale solicitation. This sale condition requires the purchaser to comply with all Federal Aviation Administration (FAA) regulations concerning the airworthiness certifications for aircraft flown in civil operations, as well as certain disclaimers and liability issues.

**3** When appropriate, a statement that it is the responsibility of the purchaser to obtain a one-time ferry permit from FAA if flight from the DRMO holding area is

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contemplated. Those purchasers desiring to obtain special flight permits should contact their local FAA Flight Standards, General **Aviation**, or Engineering and Manufacturing District **Offices** for registration applications and for **information** relative to issuance of these permits.

**4** A statement that indicates the purchaser is responsible to make arrangements with FAA for all inspections needed to obtain airworthiness certification. **FAA** provides guidance and instructions to establish eligibility for civilian airworthiness certification for surplus Military aircraft and **aircraft** assembled from spare and surplus spare parts. Before an Airworthiness Certificate is issued, the assembled **aircraft** must be in conformity with the approved data forming the basis for that FAA-type certificate. The responsibility to **satisfy** FAA requirements lies entirely with the purchaser.

**5** The sale solicitation shall contain a statement to advise interested bidders that they may review a copy of **DoT**, FAA Advisory Circular, AC No. 21-13, "Standard Airworthiness Certification of Surplus Military Aircraft and **Aircraft** Built From Spare and Surplus Parts", and AC No. 20-96, "Surplus Military Aircraft - A Briefing for Perspective Buyers" at the FAA field district office or obtain a free copy from:

U.S. Department of Transportation  
Subsequent Distribution Office  
Ardmore East Business Center  
3341 Q 75\* Ave  
Landover, MD 20785

**6** Transfer of Title of Government owned **aircraft** to a purchaser must be evidenced by a Bill of Sale. The acknowledgment of the Bill of Sale must be executed by a duly appointed **Notary Public** or the **SCO**. Data plate and historical/modification records shall be **furnished** to the purchaser,

**7** End Use Certificate (**EUC**). Sale of aircraft shall be accomplished only after the bidder has filed an EUC with the **SCO**. The EUC shall be included in every sale solicitation, completed by the bidder, and submitted with the bid, and a copy retained in the pertinent sales office.

**8** Sale solicitations shall provide for the purchaser to remove, destroy, or obliterate distinctive markings on **aircraft**.

c. **Aircraft Having No Established Commercial Flight Application**

(1) **Category “B” aircraft**

(a) Category “B” aircraft have no commercial flight application based upon their safety characteristics. Generally, they have been subjected to extensive assembly and disassembly procedures for ground training purposes, or subjected to repeated burning for fire-fighting training.

(b) The owning Military Services shall be responsible for screening of Category “B” aircraft in accordance with paragraph B( I )(a). Such aircraft shall be reported to GSA for Federal and donation screening in accordance with B( 1 )(b), Category “B” aircraft offered, transferred, or donated, shall be identified as suitable for ground use only, such as static display or ground instructional training,

(c) Aircraft historical/modification/maintenance records for life-limited and/or Flight Safety Critical Aircraft Parts (FSCAP) parts/components may accompany the aircraft on transfer, donation, and sales actions, However, data plates shall be removed and destroyed by the military service generating activity and the data plate destruction recorded on the DTID.

(d) DRMOs may offer Category “B” aircraft for sale for ground use only or as scrap. Category “B” aircraft of a type/model not listed in Attachment 1 of this chapter (Category “A”) will also require DEMIL of the airframe. If applicable, sales terms and conditions containing DEMIL instructions set forth in DoD 4160,21-M-1 shall be included in the sale solicitation and DEMIL shall be performed as a condition of sale. Sales proceeds from aircraft scrap as a result of DEMIL are not eligible for the RRRP.

A note, substantially as follows, shall be inserted in the item description:

“This aircraft has been subjected to abnormal assembly and disassembly of structural and/or other components in ground instructional training of Military personnel, and is unsafe for flight. It is being offered for sale for ground use only, e.g., static display or ground training. No Bill of Sale for this aircraft will be furnished the purchaser. ”

(2) **Category “C” Aircraft**

(a) Category “C” aircraft have no commercial flight application based upon their Military design characteristics, e.g., combat/tactical application.

(b) The Military Services shall be responsible for reutilization screening of these aircraft. Excess aircraft shall be reported to GSA for Federal and donation screening in accordance with B( 1 )(b). Except in very rare instances, issues to Federal or donation customers will be for ground use only, e.g., static display, ground training, etc.

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(c) DEMIL for Category “C” aircraft

**1** The Military Services are responsible for the **DEMIL** of required parts and components that include weapons, armament, military communication items, etc. Military Services internal procedures for processing complete aircraft for disposal cover these types of DEMIL required items, and generally these items are removed by the Military Services prior to transfer to the **DRMO**.

**2** The DRMOS are responsible for the **DEMIL** of the airframe of **Category “C” aircraft** in accordance with DoD 4160-2 1-M-1, appendix 4, Category VIII. All classified and radioactive property shall be removed by the Military Services prior to transfer of Category “C” aircraft to the DRMO.

(d) Surplus Military aircraft, as designated in DOD 4160.21-M-1, or Military aircraft which do not appear in Attachment 1, this chapter, must be challenged as to the proper method of **DEMIL**. For those **aircraft** that require DEMIL, the generating activity shall annotate the DTID with the following **information**:

**1** That **DEMIL** must be accomplished.

**2** A statement that **DEMIL** of the aircraft has been, or has not been accomplished. This statement shall be in the form of a certificate signed by a responsible individual of the military service generating activity as stated in DoD 4160.21-M-1.

**3** A list of any items, parts or components that require **DEMIL** that remain on the aircraft at the time of turn-in. This list maybe annotated on, or attached to, the **DTID**.

(e) DRMOS shall sell Category “C” aircraft as scrap only, with **DEMIL**, (if not already accomplished), as a condition of sale. Historical records and data plates shall be destroyed by the DRMO prior to transfer to the buyer. Bills of Sale will not be issued for these **aircraft**.

d. Aircraft for Historical Purposes. Provisions under this section are applicable to donations under the authority of 10 USC 2572, 10 USC 7308, 10 USC 7541 and 10 USC 7545. Requests for **aircraft** to be used for historical purposes (museums, static display, etc.) shall be referred to the proper office of the Military Service as outlined in Chapter 6, Donations, Loan or Exchange, paragraph H. All such requests shall be processed and documented by the Military Service. Any necessary **DEMIL** of aircraft before donation shall be accomplished as stated in DoD 4160.21-M-1.

e. Aircraft Built from Spare Parts. There is no prohibition that prevents a purchaser from building or rebuilding a commercial type (**Category A**) **aircraft** sold for the recovery of surplus parts. FAA provides guidance and instructions to establish eligibility for civilian airworthiness

certification for surplus Military aircraft and aircraft assembled from surplus spare parts. Before an Airworthiness Certificate is issued, the assembled aircraft must be in conformity with the approved data forming the basis for that FAA-type certificate. The responsibility to **satisfy** FAA requirements lies entirely with the purchaser.

f. Residue of Wrecked or Damaged Aircraft. If not feasible to transport to a **DRMO**, residue of wrecked or damaged aircraft shall be offered for sale **(as scrap only)** after assurance that any lethal, hazardous, or classified items have been removed and properly disposed. If **DEMIL** is necessary, arrangements shall be made for **DEMIL** to be **performed** by the purchaser or the U.S. Government, whichever is considered to be most economical. Because of the remote location of this residue, it maybe offered on a "Lot" basis. Sale solicitations shall state that the U.S. Government does not grant authority to enter upon private property for the purpose of inspection or removal of the residue and that all arrangements of this nature must be made by individuals interested in the purchase. When the sale of this residue cannot be accomplished after advertising, it shall be processed for abandonment in accordance with Chapter 8, A/D. The time required for the public notice of intent to abandon the property in place shall be in addition to the time used to advertise the property for sale.

g. Foreign Excess Aircraft. FEPP shall be made available for screening by GSA-approved Federal or state representatives for possible return to the U. S, for federal transferor donation. Overseas **DRMOs** (except Panama) who receive aircraft shall, regardless of condition, report such aircraft to DRMS International for disposition instructions.

3. Ammunition, Explosives, and Dangerous Articles (AEDA) (RESERVED)  
(Contact applicable **Military** Service representative, chapter 2, attachment. )

4. Animals and Animal Enclosures

a. Live animals which become unsuitable for military use shall normally be  **euthanized** by proper authorities under the following conditions:

- (1) To terminate suffering from diseases, injury, or permanent physical disability.
- (2) To prevent spread of contagious disease.
- (3) When they are not fit to work because of incurable disease.
- (4) When they are fractious, vicious, or unmanageable.

b. Live animals (except sentry and scout dogs) that become excess to military needs, or which become unsuitable for military use for reasons not listed in subparagraph B4a maybe disposed of by:

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- (1) Transfer to other Military Services or Federal Government agencies
- (2) Donation or sale
- (3) Other disposition

c. Sentry and scout dogs excess to military needs may be disposed of by:

- (1) Transfer to other Military Services or Federal Government agencies.
- (2) Donation to law enforcement agencies (State or municipal) through the State Agency for Surplus Property (**SASP**).
- (3) Euthanasia by proper authorities

d. Deceased animals shall be disposed of by the generating activity.

e. Any cage or other holding device associated with animals must be cleaned and sanitized before turn in.

## 5. Automation Resources (AR)

### a. General

(1) The Paperwork Reduction Act of 1995, the Information Technology Management Reform Act of 1996, and implementing DoD Directives and guidance as disseminated by the Assistant Secretary of Defense (Command, Control, Communications and Intelligence) apply. Excess AR is not normally subject to the reporting or RTD policies and procedures outlined in this manual.

(2) Used Automatic Data Processing (**ADP**) computer magnetic tape, although no longer suited for ADP operations, is of such a high quality that it can be reconditioned and used for other recording purposes. A market is available for this tape, ranging from one-half inch width and up, of any length, if it is on spools or on reels and it is relatively free from dust and moisture.

b. **AR Identification.** AR means any equipment or interconnected system or subsystem of equipment that is used in the automatic acquisition, storage, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or **information** by an executive agency. The term "AR" includes computers, ancillary equipment, and commercial off-the-shelf (**COTS**) **software**.

## (1) Included are:

(a) Mainframe, mini, and micro digital, analog, or hybrid central processing units.

(b) Auxiliary or accessorial equipment, such as plotters, tape cleaners, tape testers, data conversion equipment, source data automation recording equipment (optical character recognition devices), computer performance evaluation equipment; etc., designed for use with digital, analog, or hybrid computer equipment, either cable or modem **connected**, wire connected, or stand alone, and whether selected or acquired with a computer or separately.

(c) Punch card accounting machines that can be used in conjunction with or independently of computers.

(d) Devices used to control and transfer data and instructions to and from a CPU, including data transmission terminals, batch terminals, display terminals, modems, sensors, **multiplexors**, and concentrators.

(e) Storage devices that are designed to be cable connected for use on line in which data can be inserted, retained, and retrieved for later use.

(f) General purpose mini or microcomputers used as control mechanisms where computer technology is essential in controlling, monitoring, measuring, and directing processes, devices, instruments, or other equipment.

(g) Equipment used in office automation applications that is designed to be controlled by a general purpose data processing language primarily to be applied through the internal execution of a series of instructions, not limited to specific key stroke functions, and designed to process a variety of applications.

## (2) Excluded are:

(a) Automation Equipment (**AE**) systems and components specially designed.

(b) AE that is modified at the time of production to the extent that:

1 It no longer has a commercial market

2 It cannot be used to process a variety of applications.

3 It can be used only as an integral part of a **non-AE** system,

(c) Classified or unclassified computer security equipment

c. Screening for RTD

(1) DoD activities shall process reports of excess as prescribed by **DISA**, Chief **Information Officer**, Defense Automation Resources Management Program Division, for all serviceable excess Government-owned or Government-leased AR.

(2) DoD activities will also report to DISA unserviceable AR identified for donation to schools under Executive Order 12999, "Educational Technology: Ensuring Opportunity for all Children in the Next Century."

(3) DoD components outside CONUS are only required to report for screening excess AR which has an original unit acquisition cost of \$1 million or more and is not outdated. Outdated, in this case, means that the equipment is over 8 years old, based on initial commercial installation date, and is no longer in production.

(4) The following categories of AR are exempt from DISA redistribution screening, regardless of serviceability:

(a) Leased punch card accounting machines.

(b) Repair parts held by the activity or in the supply system with a unit original acquisition value of less than \$5000.

(c) Automation supplies including magnetic tapes, disk packs, diskettes, and similar consumable items used in an automation environment which are screened through the Automation Resources Management System (ARMS) bulletin board.

(d) Commercial Off-the-Shelf (COTS) **Software** which meets one of the following criteria:

**1** Provides direct security protection to automation or telecommunications equipment or systems that process classified information, or is designated under DoD Regulation 5200.1 -R.

**2** Is integral to a weapons, intelligence, command and control, or tactical data system.

**3** Is not eligible for upgrade or maintenance by a commercial vendor.

**4** Has been modified beyond the specifications of the commercially available version.

5 Is licensed under provisions that restrict use to a specified machine/system, site, or otherwise restricts the right to redistribute within the DoD.

d. Turn-into a DRMO

(1) **After** Reporting to DISA

(a) All turn-ins, which require screening by DISA as stated in paragraph B5c above, must be accompanied by an acknowledgment letter from DISA indicating one of the following:

1 The DoD case number and Automatic Release Date (**ARD**).

2 A waiver of screening

(b) As a minimum, the DoD case number will be annotated on each DTID if the DISA letter covers more than one line item. A copy of the DISA letter is not required with each **DTID**.

(c) Property turned in **after** DISA screening does not require additional DRMS screening and may be processed direct to sale.

(2) Without Reporting to DISA

(a) Property which is unserviceable, as well as that property listed in paragraphs **B5c(4)** above, is exempt from DISA screening. Property which is not screened by **DISA** will be subject to donation screening prior to sales processing by the **DRMO**.

(b) Disposal instructions for leased punch card machines and COTS software are available from **DISA**.

(3) All **AE** and magnetic media must have all COTS software removed when turned in to a **DRMO**. This includes disk packs, and all other **AE** media intended for the purpose of data storage. **DTID** must contain a certification by the accountable officer that any remaining information is unclassified or has been declassified and does not contain data unauthorized for release. By his/her certification, the accountable **officer** ensures:

(a) Classified media is now unclassified or has been declassified under the procedures contained in DoD 5200.28-M, ADP Security Manual, Section VII, 1973, and NCSC TG-025 Version-2, Sep91, "A Guide to Understanding Data Remnants in Automated Information Systems", and that any record indicating the previous classification level has been deleted.

(b) Any information exempt from the Freedom of Information Act (for example, proprietary, criminal investigation reports), or any personal data, has been removed.

(4) COTS Software

(a) COTS software not requested for redistribution through DISA will be destroyed by the holding activity or returned to the vendor unless the license agreement does not prohibit transfer (to include R/T/D for purposes of disposal) or resale.

(b) The license/registration numbers of COTS software and method of disposal shall be recorded for audit purposes.

(5) Identification of HM. The DTID for AE containing HM within its components must include the identity and location of the hazardous material contained therein, as required by Chapter 10, Environmentally Regulated and Hazardous Property.

(6) Due to their toxic characteristics, compact disks (CDs) are not authorized for turn-in to a DRMO.

e. DRMO Processing

(1) All AR receipts will be received as surplus property.

(a) AR will be processed to donation status if it has not been screened by DISA.

(b) AR will be processed direct to sale if it has been screened by DISA.

(2) For any issues of AR, DRMOs will provide a copy of the issue document, by mail or fax, to DISA. Requisitions must include:

(a) Model number

(b) Type of equipment

(c) Serial number

(d) Manufacturer

(e) DoD Case Number assigned by DISA, if applicable

(f) In-the-clear address of the requisitioning activity,

(3) Sales referrals of AR and magnetic media will include copies of DTID with applicable certification statements.

6. Baby Cribs. Only those cribs received in good usable condition that are marked with the consumer product safety statement and meet consumer product specifications for both the crib and mattress may be offered for RTDS. All other cribs and mattresses will be downgraded to scrap upon receipt,

7. Base Closures (CONUS Only). Personal property at closing **military** installations is subject to Section 2909 of Public Law 103-160 and the procedures in 32 CFR 90 and 91. The commander of the closing installation is responsible for determining which items of personal property will be transferred to the Local Redevelopment Authority or will be transferred to other installations. All other personal property at the closing installation will be subject to normal disposal processing.

#### 8. Chapel and Chaplain's Equipment

a. Surplus Chapel and Chaplain's Equipment (FSC 9925 items) such as candlesticks, vases, candelabra, and candle lighters, that has **no** definite religious significance and cannot be transferred or donated maybe sold to the general public as items in accordance with established procedures.

b. Disposition of surplus or foreign excess consecrated articles peculiar to each religion **shall** be made in accordance with the instructions **furnished** by the Chief of Chaplains of the generating Military Department.

9. Claims Settlement Property. Material formerly of private ownership and acquired by DoD/Federal Government as the result of claims settlement action shall be turned in on a separate DTID and subjected to normal DRMO processing.

#### 10. Clothing and Individual Equipment

a. Distinctive Outer Clothing, Distinctive outer clothing is that clothing such as overcoats, blouses, jackets, shirts with epaulets, headgear and band uniform which definitely associate the wearer with a particular Military Service and in some instances a specific military rank or grade, Clothing marked with a prisoner designation is, for the purpose of this paragraph, considered as distinctive. The Military Services may elect to render such items **nondistinctive** to preclude their unauthorized use. The DRMO will receive distinctive clothing and process through normal RTDS.

b. Impregnated Clothing

(1) Impregnated clothing which has been chemically treated to protect the wearer against toxicological chemical agents contains CC3 as a **chloramide** decontaminant, chlorinated paraffin as a binder, and zinc oxide as a stabilizer. Laundering will only destroy the **CC3 chloramide** as a decontaminant but will not remove the chlorinated **paraffin**. The chlorinated paraffin, which is a skin irritant, is not water soluble and shall be removed only by a dry cleaning type solvent. This clothing must not be transferred, donated or sold without assurance of the removal of the chlorinated paraffin by dry cleaning processes. Burial in a sanitary landfill maybe considered a proper alternate disposition in some states. Caution should be exercised to prevent burning during the disposal process since the residual material from combustion will include zinc oxide which is a defoliant that could destroy **plant life** in adjacent areas.

(2) If deimpregnation by use of available local U.S. Government laundry facilities is considered economical, deimpregnated clothing shall be processed in accordance with procedures which apply to clothing which has never been impregnated.

(3) Impregnated clothing may not be made available to any foreign government without specific approval of the owning Military Service/Defense Agency or DoD.

c. Items of clothing and individual equipment may not be mutilated by cutting, painting, tearing, etc. To prevent reentry into the supply system and to **preserve** the sale value, items of clothing and individual equipment may be marked by the generating activity when markings are required by the Military Service regulation before turn into a **DRMO**. Such markings shall be limited to methods specified in Attachment 2, this chapter.

## 11, Commercial Recovery of Chemical Materials

a. When it is uneconomical to process chemical solutions containing infinitesimal quantities of recoverable materials, arrangements maybe made with commercial firms which offer a recovery service for processing the material on a share basis. Payment may be based upon a specified percentage of the value of the recovered material or may exceed the value of recovered material when the payment is less than the Government's cost to dispose of HP. No charge, rental, or deposit **shall** be paid for **this** service over and above the share retained by the purchaser.

b. Bids on the sale of materials of unknown value, content, weight, or analysis maybe accepted on a share and share basis. Bids shall be evaluated on the basis of the service rendered and the percentage of the share to be paid to the U.S. Government.

c. When materials of unknown value, content, weight, or analysis are sold to recognized firms whose unverified findings become the basis of payment, such findings maybe accepted if it is determined to be uneconomical or impracticable to **verify** their authenticity and if it has been determined that discard of the material would otherwise be necessary.

d. Instructions for the **recovery** of silver from used hypo solution are contained in Chapter 11, **PMRP**.

12. Concertina Wire, Barbed Tape, and Wire. These items shall be banded or boxed before turn into the servicing **DRMO**. Banding or boxing is necessary to prevent disabling or **painful** injury during loading, unloading operations, and any later handling which maybe necessary.

13. Confiscated Property. Property confiscated by the TD, Bureau of Customs, or other competent U.S. Government authority, primarily related to **military** type equipment, except ammunition and dangerous property, may be turned into a DRMO for processing. This property shall be processed by the DRMO in the same manner as Military Service/Defense Agency excess.

#### 14. Contractor Inventory

a. The disposal of contractor inventory is generally the responsibility of the contractor (see Federal Acquisition Regulation [FAR] Sub Part 45.6). However, DRMS' disposal services may be utilized when determined by the Contracting Officer to be in the best interests of the Government. **DRMS'** disposal services maybe provided on a cost reimbursable basis. Property physically transferred to a DRMO shall lose its identity as contractor inventory and will be processed as normal excess. The DTID must contain the name of the contractor, accountable contract number, and where applicable, the accounting classification of the referring contract administration activity,

b. The proceeds of any sale are to be credited in accordance with **DoDI 7310.1**, Disposition of Proceeds From DoD Sales of Surplus Personal Property.

c. Where only service contract disposal assistance is required, the documents referring the property for disposal must reflect the contract number under which the material was acquired, location of the property, the name of the contractor, and fired cite for billing service contract costs,

#### 15. Decorations, Badges, Service Awards, Medals, Ribbons, Distinctive (metal) Buttons and Other Insignia

##### a. Legal Restrictions

(1) 18 USC 704 governs the wear, manufacture, and sale of military decorations, medals, badges, and their components and appurtenances, or their colorable imitations.

(2) 18 USC 701 governs the manufacture, sale, possession, and reproduction of badges, identification cards, insignia, or other designs prescribed by the head of a U. S. department or agency, or colorable limitations of them.

(3) The statutory provisions are codified in 32 CFR 507.

b. Sewn on or embroidered insignia (i.e., stripes) and metal or plastic buttons need not be removed from uniforms. Such clothing maybe processed for RTDS with the insignia and/or buttons left intact,.

c. Service medals, badges, ribbons or other decorations.

(1) Those attached to military clothing shall be removed prior to turn in.

(2) Medals of Honor (and **Service Ribbon**) shall be destroyed by the generator

(3) Individual turn-ins may be reutilized by DoD components but not transferred or donated. Sales to the general public are permitted with terms and conditions incorporating the aforementioned legal restrictions.

## 16. Defective Items, Parts, and Components Containing Latent Defects

### a. **Category 1 (CAT 1)** defective property

(1) Is identified as military/Federal Government specification property intended for use in safety critical areas of systems, as determined by the user, and reported to the item manager.

(2) Does not meet commercial specifications.

(3) If used, would create a public health and/or safety concern; RTDS as usable property is prohibited.

(4) Must be mutilated by the generating activity, according to specific instructions provided by the item manager.

### b. **Category 2 (CAT 2)** defective property

(1) Does not meet military/Federal Government specifications but may meet commercial specifications.

(2) Cannot be used for its intended military purpose and, therefore, must not be redistributed within DoD, as directed by the Item manager.

(3) May be used for commercial purposes; and maybe transferred, donated, or sold as usable property,

(4) Requires special terms or conditions in sale solicitations warning purchasers that the property is CAT 2 defective and is not acceptable for resale back to DoD.

c. **DRMOs** shall store CAT 1 and CAT 2 property in separate locations to prevent commingling with nondefective property.

d. Item Managers (**IMs**) shall assure that defective property is listed with the Government/Industry Data Exchange Program (**GIDEP**).

17. Defense Working Capital Fund (**DWCF**) Activity Property (formerly Industrial Fund Property)

a. When DWCF property is turned into the DRMO by a DWCF activity, its identity as such shall be indicated on the DTID along with the DWCF account to which sale proceeds should be deposited.

(1) If the DTID does not contain this annotation, the property shall be processed as **non-DWCF** and no portion of the proceeds from sale maybe returned to the generating DWCF activity.

(2) When requested, this property may be transferred or donated without reimbursement.

b. For sale purposes, the DRMO may commingle DWCF scrap with **non-DWCF** scrap. Percentage estimates must be maintained for the purpose of **prorata** reimbursement to the generating DWCF activity. Proceeds of sale shall be deposited as indicated in Chapter 7, **Sales/RRRP**, paragraph P2.

18. Dental Material

a. Dental Amalgam (**RESERVED**)

(Contact applicable Military **Service** representative, chapter 2, attachment 1.)

b. Dental Scrap. Precious Metals bearing scrap, excluding used and unused amalgam, derived from the practice of **dentistry** (bench grindings, sweepings, polishing residue, restorations, bridges, etc.) shall be accumulated and processed for precious metals recovery in accordance with Chapter 11, **PMRP**.

19. Desalting Kits. Some sea water desalting kits contain reclaimable silver. These kits shall be processed as prescribed in Chapter 11, **PMRP**, paragraph C3.

20. Distinctive Markings. Distinctive markings shall be removed or obliterated in such a manner as to prevent reappearance as originally designated. Such markings include "U.S.," the designation and emblem of a Military Service/Defense Agency, or Federal Emergency Management Agency, the registration number, or serial number assigned to a military vehicle. Any markings on military vehicles that relate back to the Military Services (such as, "Join the Marines," "Marine Recruiting,") shall be regarded as distinctive. DRMO personnel shall accomplish the **necessary** removal or obliteration before delivery unless:

a. To remove or obliterate the distinctive markings would destroy the use of the property.

b. The cost of removal or obliteration is disproportionate in relation to the value of the property,

c. The item is donated for display,

#### 21. Distress Signaling Devices

a. Aircraft signaling kits contain projectors and explosive-loaded flares and smoke signals which are considered dangerous if used improperly. The projector, capable of firing a 10-gauge shotgun shell, is classified as a firearm by Federal law enforcement agencies.

b. Surplus explosives and explosive-loaded distress signaling devices shall be removed from kits and shall be reported for disposal or processing instructions to the pertinent Military Service. If the material is authorized for disposal by sale, it shall first be mutilated to the extent that it is incapable of being rehabilitated for use as originally intended or, in the case of projectors, as a firearm. Other internationally recognized distress signals, such as dye markers, shall also be destroyed, and may not be sold to the general public under any circumstances.

#### 22. Drugs, Biological, and Reagents (including Controlled Substances) (RESERVED) (Contact applicable Military Service representative, chapter 2, attachment 1.)

#### 23. Electron Tubes

a. Spent Magnetrons. Magnetrons contain a variety of critical metals such as cobalt, gold, silver, and platinum. When practicable, these metals shall be recovered and sold or issued as such rather than as part of spent magnetrons. Spent classified magnetrons should be declassified in accordance with pertinent Military Service instructions before turn in to a DRMO

for disposal. Recovered precious metals shall be segregated by metal type and processed in accordance with applicable accumulation and reporting instructions contained in Chapter 11, **PMRP**, paragraph C3e.

b. Many other types of electron tubes used in telecommunication applications contain small quantities of radioactive material. These tubes and/or equipment may contain small quantities of radioactive material classified as License Exempt or unimportant quantities as defined by 10 CFR, 30.70 and 30.71, Schedules A and B respectively. Individually, these tubes present little or no hazards, if the integrity of the subassembly remains intact. In quantity, however, a potential hazard may exist depending upon the radio nuclide in the tube, the radioactivity of the radio nuclide, its physical and chemical form, and method of disposal. License Exempt and unimportant quantities of certain radio nuclides are not regulated by 10 CFR, however, Federal regulations do not relieve the generator from complying with other appropriate State and local laws and regulations governing the possession, use, transfer, and disposal of such items,

c. The generating activity shall determine if the electron tubes to be turned in contains radioactive material (radioactivity) in amounts less than, equal to or in excess of or in excess of the radioactivity listed in 10 CFR, 30.70 and 30.71, Schedules A and B respectively, and/or qualify as unimportant quantities as prescribed in the 10 CFR. If the amount of radioactive material (radioactivity y), as defined by 10 CFR, 30.70 and 30.71 Schedules A and B respectively y, and/or radioactive material qualifies as unimportant quantities as defined by 10 CFR 40.13, DRMOs will accept accountability but not physical custody of these items. The generator shall include the following statement in block 27 of the DTID, DD 1348-1A, and signed by the Health Physicist and/or Radiation Protection Officer:

“These electron tubes contain radioactive material (radioactivity) less than, equal to, in excess of, or unimportant quantities as listed in 10 CFR.”

d. All sale offerings containing electron tubes shall include the article “Radioactive Material.” (See also Radioactive Material, paragraph B54, this chapter.)

## 24. Film and Photographic Paper

a. Nitrate Base Films. The DRMO shall be advised by the generating organization of the availability for disposal action of exposed, unexposed, or date expired, nitrate base film.

(1) Although nitrate base film may not be physically transferred to the DRMO, nor processed for silver recovery, the DRMO shall accept accountability, Accumulations of this film shall be retained in authorized film storage vaults by the generating organization awaiting sale or other disposition. Expeditious action shall be taken by the DRMO to accomplish disposition of the film.

(2) Transfer to other agencies or donation is authorized, if the shipping document contains the statement that nitrate motion picture film is susceptible to instant fire or explosion with resultant toxic fumes if not properly handled.

(3) All sale offerings shall describe the film in detail and shall include the article, "Motion Picture Film. "

b. Motion Picture Film (other than Nitrate Base). DRMOs shall exercise particular care in the disposal of training film since some film carries copyright encumbrances or rights of privacy, Training film or film strips may not be transferred outside the DoD, donated, or sold for projection purposes, and exposed motion picture film may not be accepted unless:

(1) The **DTID** contains a **certifying** statement that the film is not sensitive to copyright encumbrances or the Privacy Act.

(2) The film has been removed from the reels and reduced to 6-inch strips or burned. The film shall then be processed for silver recovery in accordance with Chapter 11, **PMRP**, paragraph **C3e**.

c. X-Ray Film

(1) **Usable**, outdated medical x-ray film which is not transferred or donated to **an** eligible recipient shall be processed for silver recovery instead of sale.

(2) Usable industrial x-ray film which is not transferred or donated to an eligible recipient shall be offered for sale to the general public without mutilation. However, film may not be sold unless it is more cost effective to do so than to process the film for silver recovery.

d. Outdated and Unexposed Film (other than x-ray). After RTD screening, outdated or unexposed film shall be offered for sale. However, sale should be made only if the sale would be cost effective (see Chapter 11, **PMRP**, paragraph **C3d**).

e. Exposed Film and Photographic Paper (including silver-bearing microfiche and microfilm). This property shall be processed for silver recovery. Exposed scrap microfiche and microfilm masters contain recoverable silver and may not be offered for sale. **Microfiche** and microfilm copies do not contain silver and need not be reported for recovery.

25. Flags (including Foreign Flags, Pennants, Streamers, and Guidons)

a. Items no longer considered to be fitting emblems for display must not be used or disposed of in a manner that might be viewed as disrespectful.

(1) Those items having a particular historical or sentimental value by reason of association with a significant event, place, or person shall be referred to the owning Military Service or Defense Agency and retired from active use and preserved as historical property. However, when a U. S. flag having a historical or sentimental value to a city, or other public body, museum, or veterans' organization, is requested for display in museums or other collections, it maybe donated to an authorized donee in accordance with Chapter 6, Donations, Loans and Exchanges.

(2) Items not possessing particular historical or sentimental significance shall be destroyed by the generator, privately, preferably by burning, in such a manner as not to suggest disrespect.

b. Items in serviceable condition shall be turned into a DRMO for normal RTDS action. Any items remaining after normal processing shall be destroyed by the **DRMO**, privately, preferably by burning, in such a manner as not to suggest disrespect.

## 26. Flight Safety Critical Aircraft Parts (**FSCAP**)

a. It is the responsibility of the Military Service generating activity to ensure all available historical records/documentation are included at the time reparable **FSCAP** are turned in to **DRMOs**. **FSCAP** items lacking appropriate records/documentation, or which are unusable, will be mutilated. Normally, **FSCAP** items will be mutilated by the owning Service prior to turn-in to a **DRMO**. Unused **FSCAP**, in original, undamaged packaging must be marked with NSN, Contract Number, CAGE Code(s) and part number.

b. When an **FSCAP** item is transferred to DRMS for disposal, block 27 of the **DTID** will cite the appropriate Criticality Code for **FSCAP** items from those listed in Attachment 3, this chapter. The letters "FSCAP" shall be inserted in the remarks section of the **DTID**.

c. Serviceable or reparable **FSCAP** may be reutilized, transferred, donated, or sold, subject to DEMIL requirements, provided the historical records and documentation are **furnished** along with the parts. At a minimum, the terms and conditions of sales contracts must **notify** the buyer that the parts:

(1) Cannot be used on commercial **aircraft** in absence of specific FAA approval (usually granted by an FAA Repair Shop), and

(2) Cannot be sold back to the DoD or to foreign governments/military without the appropriate records/documentation.

d. DoD makes no representation as to a part's conformance with FAA requirements. As

a condition of transfer, donation, or sale of an **FSCAP**, and prior to installing the parts, the receiving persons or organizations must subject the parts to safety inspection, repair, and/or overhaul by a competent manufacturer or other entity certified by the FAA to **perform** such inspection and repair. The **aircraft** parts may not meet FAA design standards, and/or may have been operated outside the limitations required under the Federal Aviation Regulations. Inspections and FAA approvals will be needed to determine an aircraft part condition for safe operation, or a parts eligibility for installation on a civil **aircraft**. Failure to comply with FAA requirements can result in unacceptable safety risks and also subject the purchaser to enforcement actions.

NOTE: See also paragraph 32, Helicopter Blades and Rotors

27, Food (other than Food Waste and **Refuse**)

a. General. This paragraph does not apply to garbage, bones, greases, fats, or food waste material generated by the preparation of meals (see paragraph B28, this chapter).

b. Usable Foodstuffs

(1) Usable foodstuffs may not be offered for sale as surplus without approval of the Subsistence Office of the **Military** Service having jurisdiction over the generating source at which the foodstuff is located. Food items (such as, items in broken or damaged packaging, or rejected for nonconformance with U.S. Government specifications but authorized for sale) may be reported to **DRMS**.

(2) The description shall include a statement as to reason for its rejection, expressed in specific terms. However, before transfer of title, the generating activity shall remove or obliterate U.S. Government identification such as contract numbers, NSNS, and any other printing that would identify the item with the U.S. Government. The sale solicitation shall include a statement to this effect.

c. Meals or rations, including survival packets, that have been prepared and packaged in advance of the anticipated time or date of consumption may be turned into **DRMOS**.

(1) The **DTID** must be accompanied by a document which indicates a determination of the veterinary service/medical officer that the subsistence is fit or unfit for human or animal consumption. In the event of any possible question regarding its suitability, it shall be destroyed instead of transfer, donation, or sale.

(2) Some food packages may contain tax-free cigarettes. State laws affecting sale, donation to penal institutions, etc., shall be examined and the manner of disposal of cigarettes shall be based upon such findings.

d. Condemned Foodstuffs (CONUS only)

(1) Before sale of condemned food material through commercial channels, the authorized DRMO shall notify the nearest office of the Food and Drug Administration (FDA) of the proposed sale. The notification shall indicate the point of origin, quantity, type, condition and location of the property.

(2) A warranty shall be included as a special condition of all sales for condemned subsistence items. The fact that the materials have been denatured, or should be denatured before delivery, shall be specifically stated in the listing and description of each item. The statement shall also appear on all copies of the document furnished the buyer with delivery of the material.

(3) Condemned foodstuffs shall be denatured before delivery by the use of **denaturants** recommended by the local representative of the FDA. Unless the requirement is specifically waived in writing by the **FDA**, delivery shall be made under restrictions prescribed by that agency. Condemned foodstuffs may not be delivered to the buyer until the authorized selling activity has advised the local office of the FDA and the public health authorities of the State in which the material is located, of the sale, and the name and address of the buyer or consignee of the property,

e. Waiver of Denaturing Requirement (CONUS only)

(1) Under certain circumstances when the cost of denaturing condemned subsistence items would exceed the expected proceeds of sale or when there is no reasonable prospect of sale subject to the condition outlined in subparagraph B27d, selling activities may advertise condemned subsistence items for sale to manufacturers of soap, candles, etc., if it is specifically stated in the listing that the purchaser warrants and certifies to the United States that the material shall be used in the manufacturing of such products and not for human consumption. The sale solicitation shall further state that a representative of the SCO shall accompany the material at the time it is delivered to the purchaser to ensure that it is physically placed in a vat or other container normally used in the manufacturing of soap, candles, etc., and made unfit for human consumption.

(2) In all cases, selling activities shall advise the local office of the FDA and the public health authorities of the State in which the material is located of the proposed sale. After award, the authorities shall be further advised of the name and address of the purchaser or consignee of the property.

f. Destruction or Abandonment. When there is no reasonable prospect of sale under the conditions outlined in subparagraphs B27c and B27d, the property shall be destroyed or disposed of in such a manner as to safeguard public health, safety, and the environment, and in such manner as to be consistent with EPA requirements,

## 28. Food Waste and Refuse

### a. Bones, Fats, and Meat Trimmings Generated by Commissary Stores

(1) Bones, fats, and meat trimmings shall be reported as three separate line items to the designated selling activity by the DRMO servicing the military installation on which the commissary store is located. Bones, fats, and meat trimmings are defined as follows:

(a) Bones. Consists predominantly of clean bones. May contain some meat shavings but no hunks of meat.

(b) Fats. Consists of suet (no red meat) derived from processing carcasses.

(c) Meat Trimmings. Consists primarily of meat residue derived from the processing of prepared meats. May contain some fat and gristle, but no bones.

(2) If generations are small or market conditions are such that proceeds would not offset the cost of segregation, bones, fats, and meat trimmings may be commingled. For reimbursement purposes, the identity of these items shall be maintained throughout the sale transaction.

(3) The referral to the DRMS shall cite the applicable commissary stock fund activity account to which reimbursement is to be made in accordance with Chapter 7, **Sales/RRRP**, paragraph **P2**. No reimbursement shall be made to the commissary stock **fund** activity account from proceeds received from sale of "Other Edible Waste. "

### b. Other Food Waste or **Refuse**

(1) Segregation. Mess and commissary officers shall enforce the proper segregation and storage of food waste. The DRMO shall make frequent inspections of the generating points to ensure that proper segregation is being made. Where food waste is accumulated by nonappropriated fund activities; such as, post exchanges, service clubs, DRMOs should make agreements with responsible persons to accomplish segregation and collection in the following groups:

(a) Cooked grease, both clear and rough, including spent frying fats.

(b) Bones and meat trimmings, including crackling, that result from kitchen rendering of fats. Fish heads and chicken entrails may be included in this group..

(c) Fats, uncooked and **unrendered**.

(d) Edible garbage suitable for animal consumption, including edible table refuse, melon rinds, etc., and natural **refuse** or inedible matter resulting from food preparation or decay, high in protein content. This type of **refuse** is normally sold to **farmers** or commercial hog feeders.

(2) Collection. As a general rule, the purchaser shall be required to make collections of food waste, using his or her own transportation and personnel. Where collection is made by the U.S. Government, the food waste collected shall be delivered to a central transfer point, where the purchaser shall take delivery. The designated transfer point must be concurred in by the post engineer and stated in the sale solicitation. Facilities shall be **furnished** at the transfer point for sterilization, before return of garbage cans or other food containers.

(3) Control of diseases of livestock

(a) A number of serious diseases of livestock can be spread by uncooked meat scraps in garbage. Required cooking of garbage in the United States has aided in the complete eradication of vesicular exanthema and hog cholera. Proper garbage cooking eliminates direct transmission of trichinosis of swine by infective meat when contained in garbage. Trichinosis-infected swine may transmit the disease to humans who eat undercooked pork, Garbage cooking also helps to prevent introduction of foreign diseases to livestock. Therefore, in those States and territories where garbage feeding is not entirely prohibited, cooking of garbage fed to swine is necessary. Some States may also require the cooking of garbage to be fed to other livestock species or poultry.

(b) All sale solicitations and contracts for the disposal of edible garbage shall contain pertinent conditions of sale,

29. Foreign Purchased Property. To be disposed of in accordance with DoD 5 105.38-M or guidance provided by security assistance implementing agencies on a case-by-case basis.

30. Forms. Forms are assigned to two **FSCs**: 7530 for forms used within individual U, S, Government activities (DoD components) and 7540 for standard forms used U.S. Government wide (U. S. Bureau of the Budget, U.S. General Accounting Office, GSA Standard Forms, etc.).

a. Controlled forms; that is, forms which are prenumbered and accounted for by number, may not be turned into a **DRMO**. This applies to forms in FSC 7530 and FSC 7540. When not acceptable in publication depots or activities for return or reissue, controlled forms shall be disposed of by the generating activity under Military Service/Defense Agency instructions.

b. Excess forms (other than controlled forms) in FSC 7530 and FSC 7540 shall be

reported to the Military Service publications depots or activities in accordance with applicable Military Service/Defense Agency regulations. When not acceptable in publications depots or activities for return or reissue, excess forms shall be administratively condemned and assigned SCC H and turned in to the DRMO.

### 31. Franked Envelopes

a. Franked envelopes must not be sold regardless of quantity, value, or condition. An attempt shall be made to use these envelopes by overprinting the return address or redistribution to other activities or Federal civil agencies for such use.

b. Donation of franked envelopes is authorized. However, donees must furnish the following certification, together with the donation request (SF 123):

“The undersigned certifies that the indicia and all other marking on Federal Government envelopes shall be completely obliterated before further donation or use for mailing purposes.

Signature (Representative of Public Airport, SEA,  
or SASP, Federal Property Assistance, Program)”

c. All franked envelopes which cannot be used shall be destroyed by burning, maceration, or shredding. On a case-by-case basis, DRMS may authorize the destruction as a condition of sale.

### 32. Helicopter Blades and Tail Rotors (See Paragraph B26, FSCAP, and Paragraph B54, Radioactive Material,)

NOTE: Due to finite life requirements, these procedures are more stringent than those required for FSCAP.

a. All helicopter blades and tail rotors turned in to DRMOS must be accompanied by a pertinent historical/maintenance record and a certification as to whether they contain depleted uranium. DRMOS will not accept physical custody of property containing depleted uranium. Historical records must contain, as a minimum.

(1) Part identification--NSN--part number and serial number.

(2) Date of manufacture and manufacturer,

(3) Record of all maintenance and alteration

(4) Date work was accomplished,

- (5) Work authentication.
- (6) Total time in service.
- (7) Time since last overhaul

b. **DRMOs** may not accept turn ins of any helicopter blades or tail rotors in a **nonmutilated** condition without the historical record.

c. Helicopter blades and tail rotors that have exceeded their finite life, are condemned for any other reason, or do not have an adequate historical/maintenance record shall be mutilated by the owning Military Service before turn into a **DRMO**.

d. All helicopter blades and tail rotors shall be tagged by the **DRMO** with the statement: “It is the responsibility of the recipient to determine if the helicopter blade or tail rotor as designed and manufactured can be put to the use intended by the recipient since there may be usages that may not be met by military specifications or serviceability criteria. Each item has an accompanying historical record with which the **further** use of the item for its designed purpose can be determined. ”

33. High Mobility Multi-Purpose Wheeled Vehicles (HMMWV) (See Paragraph B74, Vehicles.)

#### 34. High Temperature and Critical Alloy Scrap

a. Ferrous and nonferrous scrap items which contain high temperature and critical alloys shall be identified and segregated to conform as closely as possible to standard classifications used by industry. Whenever possible, metals shall be identified and segregated at the source of generation. “High Temperature Alloy Scrap Segregation Groups, ” contained in DoD 4160.21-H, shall be used as a guide for segregation in addition to individual Service publications,

b. High temperature and critical alloy scrap containing precious metals shall be turned in to **DRMOs** for precious metals recovery in accordance with Chapter 11, **PMRP**.

35. Hypodermic Needles and Syringes (“Sharps”). Any product defined as a sharp is considered a regulated medical waste and its disposal is the responsibility of the generating DoD activity. Exception; unused sharps, as defined by 40 CFR 259.30, may be turned in to the **DRMO** for normal disposal processing. If these efforts are unsuccessful, they will be returned to the generator for ultimate disposal. Hypodermic needles and syringes turned into **DRMOs** shall be protected against pilferage or **theft**.

NOTE: See Chapter 10, Environmentally Regulated and Hazardous Property, Attachment 1, paragraph 12, for instructions on disposal of **Epinephrine Sharps**.

### 36. RESERVED

37. Inspection Approval Stamps and Devices. Excess or surplus DoD inspection approval stamps and devices, regardless of condition or material content (rubber, metal, or stencil) shall be disposed of in accordance with applicable instructions provided by the cognizant Contract Administration Office. These items may not be accepted by the DRMO for disposal.

38. Iranian Non-Titled Assets (**INTA**). **INTA** are items purchased by Iran under Security Assistance Programs for which title never passed.

a. DoD components holding **INTA** must refer each proposed disposition to the Defense Security Assistance Agency (**DSAA**) for review and approval. DSAA will **furnish** DLA a copy of all approvals. The generating activity must indicate on the **DTID** that the items are “IRANIAN NON-TITLED AS SETS.” The DRMO will receive the item(s) as reimbursement required property. Property will undergo normal disposal processing. Prospective RTD customers will be advised that reimbursement is required.

b. Records of the disposition of **INTA** materiel are to be retained in an identifiable location and will include all support documentation for recording receipts, obligations, proof of deliveries or shipments, contractor/vendor invoices, etc. NOTE: See DoD 5 105.38-M, paragraphs 20304 and 70402 .A.2.o, for information concerning suspensions and retention of documentation.

### 39, Life Preservers and Life Rafts

a. Life preservers which are condemned (except solely on the basis of age control criteria) or are in unserviceable condition may not be offered for donation or sale. Such life preservers shall be processed as follows:

(1) Accessorial items (such as flashlights or kits) shall be removed and processed as usable individual items; controlled substances, to include dye markers, contained in removed kits shall be processed in accordance with Chapter 10, Environmentally Regulated and Hazardous Property.

(2) Bladders shall be removed and cut in a manner as to prevent repair or restoration. Floats on Kapok-filled or other non-inflatable life preservers shall be severed into three pieces.

b. Life rafts and inflatable boats which are condemned (except solely on the basis of age control criteria) or are in unserviceable condition may not be offered for donation or sale. They shall be subjected to processing as follows:

(1) Accessorial items (oars, carbon dioxide cylinders, kits, etc.) shall be processed as prescribed at subparagraph **B39a(1)**.

(2) Floats and bottoms shall be mutilated. Floats of inflatable **rafts** and boats shall be slashed in three places; each slash shall be at least 12 inches long. Floats on **noninflatable rafts** shall be severed into three pieces; bottoms shall be completely slashed diagonally.

c. Excess serviceable life **preservers**, life **rafts**, and inflatable boats, including those which are overage but are in good condition, may be reutilized and transferred in accordance with normal procedures. When determined to be surplus, such items in serviceable and overage but otherwise good condition may be offered for donation and sale.

(1) Controlled substances shall be removed from kits accompanying such items and shall be processed in accordance with Chapter 10, Environmentally Regulated and Hazardous Property.

(2) Before physical release of the property, donees shall be advised in writing that the **further** use of the items shall be at their own risk and that the U. S. Government is relieved from any and all claims which may result from **further** use of the property.

(3) Before sale action, **all** accessorial items (carbon dioxide cylinders, kits, etc.) must be removed and processed as separate usable items,

(4) Sale solicitations shall include a condition that the U. S. Government assumes no liability for damages to the property of the purchasers, or for personal injuries or disabilities to the purchaser or the purchaser's employees, or to any other person arising from or incident to the purchase of this material, or its use, or disposition of the purchases,

#### 40. Lost, Abandoned, or Unclaimed Privately-Owned Personal Property

a. Disposal of lost, abandoned, or unclaimed privately-owned personal property, especially privately-owned vehicles, is based on amendments to 10 USC 2575 and waivers thereto. 10 USC 2575 established **mandatory** notification requirements and time limits associated with the identification and return of lost, abandoned, or unclaimed privately-owned personal property to the owner (or the heirs, next of kin, or legal representative of the owner) and the **lienholder**, if applicable/known.

b. Return of subject property to the owner (or the heirs, next of kin, or legal representative of the owner) and/or the lienholder is required in accordance with the provisions and guidance contained herein.

c. Installation and activity/unit commanders must view the abandonment of personal property as a personnel management issue and be diligent in deterring occurrences. Fostering personal responsibility during familiarization and indoctrination training; i.e., when personnel check-in, it is necessary to stress the consequences of abandoning property. Upon permanent change-of-station orders and check-out procedures should ensure that personal effects are cleared prior to departing. This approach is more cost effective than finding disposal costs subsequent to personnel departure.

d. Intentional abandonment of privately-owned property resulting in subsequent cost to the U.S. Government for disposal will not be tolerated. Personnel must be knowledgeable of the consequences associated with intentional abandonment, such as:

(1) Reimbursing the Government for incurred costs.

(2) Repossession by lienholder.

(3) Garnishment of pay.

(4) Internal Revenue Service withholding of income tax **refunds** for indebtedness to the U. S. Government.

(5) Violation of articles under the Uniform Code of Military Justice.

e. Installation and activity/unit commanders, not the DRMS, are responsible for the disposal of privately-owned personal property. However, DRMS is an avenue for disposal.

f. When privately-owned personal property, such as, personal effects, household goods, and vehicles, is found on or comes into custody or control of a military installation and has apparently been lost, abandoned, or **left** unclaimed for any reason by the owner, the installation commander shall appoint aboard of one or more commissioned or noncommissioned officers or civilians to complete the following:

(1) Examine the property and prepare a written and dated inventory of the property, including its estimated current fair market value.

(2) Conduct diligent inquiries to ascertain or locate the owner or owners or their heirs, next of kin, or legal representatives.

(3) Ensure the property is kept in **safekeeping** by the activity having physical custody to prevent theft, pilferage, or unwarranted deterioration.

(4) Segregate and tag, with the name of the person believed to be the owner, property which the board has been able to **identify** as belonging to an individual; by name, service number or other identification.

(5) Ensure that items such as toilet articles, cosmetics, used/soiled personal items, undergarments having no value, except to the original owner, are excluded from the expanded processing for lost, abandoned or unclaimed property. These items shall be listed on the property **inventory**, but shall be discarded by the generating activity with such action annotated in the remarks portion of the **inventory** listing.

(6) Where other regulations under which the Board **functions specifically** provide a form of findings, such form shall be followed. In the absence of specific guidelines, the finding shall be a clear and concise statement of the facts established, and the conclusions of the Board. In either case, the finding should show that the requirements herein have been obtained and accompany the finding. Any notification to a **lienholder/release** of a lien (if **furnished**) shall be included with any finding.

**g.** If the owner is determined, the property maybe claimed by **him/her**, his or her heirs, or next of **kin**, or his or her legal representative at any time before disposition. If the property is claimed by anyone other than the owner, the transmittal letter or document shall contain the following statement: “The action of this installation in transmitting the property does not vest title in the recipient. Such property is forwarded to you to be retained or disposed of as custodian, in accordance with the laws of the state of the owner’s residence. ”

**h.** If the property is not claimed, or if the owner, his or her heirs, or next of kin, or his or her legal representative, is not found, the installation will ensure the following or a similar notice is sent by certified or registered mail to the owner, at his or her last known address:

“Under the law, 10 USC 2575, you are hereby advised that the property described above shall be sold or otherwise disposed of at (location, on [approximate date]). A request for the return of the property shall be honored, if received before the time specified. Request for return of the property **after** the specified time shall be honored, only if disposition has not been made. ”

This statement will be sent at least 45 days before any disposal actions are taken, The Board of Officers shall determine the method of disposal and if appropriate, coordinate disposal with the local **DRMO**.

NOTE: If the Board of Officers determines that packing, handling, transportation, or other charges are not a responsibility of the U. S. Government, the above statement shall be modified

to so advise the prospective recipient. The statement shall indicate the manner in which payment for these charges shall be made.

i. The Board of Officers may, at its discretion, include with the notice specified above, a release document substantially in the format shown in Attachment 4, this chapter. If the release document, properly executed, is returned by the owner (or the heirs, next of kin, or legal representative of the owner), the material listed thereon becomes the property of the U. S. Government and shall be processed through normal disposal channels. This procedure may not be used, however, when the property in question is subject to a lien (such as an abandoned vehicle purchased through a finance company), unless the release on the lien is obtained (see paragraphs o, p, and q, below).

j. The Board of **Officers**, with the assistance of the installation security police, is responsible for determining if an abandoned vehicle has a lien. This may be accomplished by contacting the State office of motor vehicles where the vehicle is registered to obtain the name and address of the **lienholder** on the vehicle title. Lienholders shall be given a notice as stated in paragraph i above.

k. If after 45 days of diligent effort to **identify** the owner (which is chronologically documented) proves unsuccessful, the installation commander may dispose of the property immediately. The installation commander may elect to turn the property in to the DRMO for disposal or to dispose of the abandoned property by other means. The Installation Commander may waive this requirement in the event base closure **timeframes** will not allow the **full** 45 days. Examples of "other dispositions" include:

(1) Transfers to a nonappropriated fund (**NAF**) instrumentality for use as part of its program (i.e., the auto hobby shop).

(2) Independent sales, providing proceeds are deposited in the appropriate accounts for owners or their representatives to **file** claims within 5 years of the disposal action, as required by 10 USC 2575,

1. The Board may reclaim the property for return to the legal owner at any time prior to disposal. If this occurs, after property has been turned in to a DRMO a properly completed requisition document must be **furnished** to the **DRMO**, **certifying** that the return of the property to the legal owner is intended.

m, When lost, abandoned, or unclaimed privately-owned personal property is transferred to a **DRMO**, it must be accompanied by a copy of the inventory, for use in establishing accountability y (determination of the **fair** market value of this property shall be made according to its original purpose, as opposed to its scrap value), and name of owner, if

known. If the DRMO is chosen to dispose of the property, it will be completed as a sales service and proper finding is required. The finding is accomplished via a Military Interdepartmental Purchase Request (**MIPR**). The MIPR should be initiated for a year and the DRMO will draw on it as abandoned property is received. The **MIPR** should cover an estimated amount for turn-ins of property to the DRMO and for disposal costs of property that fails sales. There will always be an overhead charge, even if the property sells. The overhead charge will be reviewed annually by DRMS. This figure will be used for activities to plan budgets for the next fiscal year. The estimate for the **MIPRs** will cover the overhead cost for each expected DTID plus the possible cost for disposal of the property on each expected **DTID**.

n. If abandoned property has only scrap value and contains petroleum, oil, lubricants; **refrigerant** (e.g., ozone depleting substances); coolants (e.g., anti-freeze, water) and other fluids (e.g., windshield washer, etc.), they should be recovered by the generator prior to disposal. The recovered items should be reclaimed, recycled or disposed of in an environmentally compliant manner, in accordance with **Federal/state/local** regulations or in accordance with the DoD Overseas Environmental Baseline Guidance Document (**OEBGD**) and DoD Instruction 4715.5 for overseas DoD activities.

o. Owner's/lienholder's release of property converts that property to U. S. Government property. Disposal processing shall then be completed according to the condition of the property; i.e., as usable or scrap government property.

p. Denial of release by the lienholder will result in the Board of **Officers** assisting the lienholder in the repossession of the property. The Board will determine if an item has a lien and whether the lienholder is, in fact, the legal claimant,

q. **If** the property is not released to the owner and the **lienholder** positively cannot be determined as the claimant, the property remains in the **category** of abandoned privately owned personal property and disposal actions must be completed as such.

r. Proceeds from sales of abandoned privately owned property will be deposited in accordance with Chapter 7, **Sales/RRRP**, paragraph **P2**.

s. If none of the actions from intentional abandonment apply, the owner(s) of lost, abandoned, or unclaimed personal property may claim 80 percent of the proceeds from the sale of that property within 5 years of the date of the sale by providing proof of ownership to the U. S. Government. If intentional abandonment occurred, any part of the 80 percent that remains **after** appropriate requirements listed in paragraph d, above, have been satisfied may be claimed by the owner, within 5 years. After 5 years from the date of the sale, any unclaimed net proceeds shall be transferred from the X6001 account to the General Fund Miscellaneous Receipt Account 1060, Forfeiture of **Unclaimed** Money and Property.

t. Like items can be turned in on one DTID as long as complete descriptions for each item are attached. The descriptions are to include all the information that is available pertaining to the owner of the property. Personal clothing, belts, shoes, etc., can be on one DTID, by individual.

u. Disposition of abandoned privately-owned personal property in foreign countries shall be in the manner required by existing agreements between the United States and foreign governments concerned.

#### 41. MAP and FMS Property (See also DoD 5105 .38-M.)

a. Following the country decision to dispose through DRMS, the country and Security Assistance Office will determine, in coordination with DRMS, the proper disposal method.

b. Provision shall be made for in-country U. S. personnel, with assistance from local personnel, as appropriate, to act as DRMS agent where turn-in by the generating activity and physical handling by the DRMO is impractical. In addition to the information provided in Chapter 3, Receipt, Handling and Accounting, the generating activity shall include the following data on the DTID for MAP items.

(1) Country

(2) DTID number (to include at a minimum in the first position a service code, second and third positions, a country or activity code in accordance with DoD 5105.38-M, Security Assistance Management Manual, and Julian date).

(3) Identification of MAP Address Directory (MAPAD) SAO initiating turn-in.

(4) The MAP account number.

c. Disposable MAP property shall be screened for FMS needs and shall be made available for transfer to fill known Federal needs. Disposable MAP property surviving reutilization, FMS screening, and other transfers shall be processed directly to sale,

d. MAP property used for any purpose other than to meet approved DoD needs, including transfers initiated after turn in to disposal, shall be transferred on a reimbursable basis, Disposable MAP property is not **donable**.

#### 42. Medical Equipment and Nonconsumable Medical Supplies

a. Any proposed destruction of medical equipment and nonconsumable supplies shall be coordinated with local health and sanitation officials of the Military Services.

b. Used Excess Test Sets, Psychodiagnostic

(1) Accountability shall be transferred to the DRMO for RTD screening. These test sets may not be physically delivered to the DRMO.

(2) When notified by the generating activity, by a DTID, of the availability of excess test sets, screening shall be accomplished in accordance with Chapter 5, Reutilization/Transfer Screening and Issue. Accountability for test sets not issued through RTD shall be returned to the generating activity for destruction of the test sets.

c. All medical equipment shall be cleaned and sanitized before turn in

43. Metalworking Machines (MM) FSG 34

a. Reporting Excess MM. The Defense Supply Center Richmond (DSCR) is the Consolidated Materiel Manager (CMM) for FSG 34 (Metalworking Machines). Service excess MM shall be identified by NSN or Commodity Code and identification/Government tag number. The originator of the report shall assign a document number to the DD Form 1342, DoD Property Record, and, when applicable, perpetuate this document number on the DTID later forwarded to the DRMO. DSCR shall accomplish DoD reutilization screening and determine disposition. If DoD requirements do not exist, DSCR will advise the generating activity to transfer accountability for the excess MM to the DRMO where it will undergo normal disposal processing. Requests by DoD activities for MM on the accountable record of the DRMO do not need DSCR approval.

(1) NSN assigned MM. DoD components will submit standard DIC-FTE transaction, along with a DD 1342, to DSCR in accordance with the Materiel Returns Program procedures in Chapter 9 and appendices C30, C34, or C35 of DoD 4000.25- 1-M (MILSTRIP manual).

(2) Non NSN assigned MM. MM, identified by plant equipment code/manufacturers part number only, shall be reported excess to DSCR in accordance with Chapter 9, paragraph C3 of DoD 4000.25-1-M.

(3) Computer Numerically Controlled MM. At least 30 days prior to the anticipated date of this type of MM becoming excess, the responsible DoD Component shall submit advance notice of report of excess to DSCR.

b. Exceptions/Restrictions/Special Requirements

(1) Service-reported excess MM designated in SCC "H" and "S" shall not be reported to DSCR and shall be directly turned-in to the DRMO.

(2) Service-reported excess MM that is contaminated with **HM** of any kind must be decontaminated to **conform** to current Federal, State and local regulatory standards prior to excess reporting to DSCR or turn-in to the **DRMO**. In accordance with 40 CFR761. 50 (g), the report of excess will include the following:

(a) The generating activity will provide a certification statement to the effect that “I **certify** that this metalworking machine has been tested for **Polychlorinated Biphenyl (PCB)** and found to be contaminated with less than 50 Parts Per Million (**PPM**) and, to the best of my knowledge, this concentration level is not the result of dilution.”

(b) A copy of the certified laboratory test results shall be attached to the above certification statement and the equipment labeled accordingly.

(3) Accessories should be reported and turned-in concurrently with the **MM**.

(4) When determining the operating condition of the item(s), the necessary inspection data **will** be obtained by operational testing of the item(s) while connected to power, whenever possible.

c. **DRMO Turn-in**

(1) When authorized for disposal by the CMM, the document number assigned to either format of the original report of excess, will be perpetuated on the **DTID** for turn-in to the **DRMO**.

(2) A copy of the disposition instructions received from DSCR and two copies of the DD Form 1342, when applicable, shall be attached to the **DTID**. **DRMO** will then process the **MM** as normal excess,

(3) A copy of the PCB laboratory analysis and certification statement shall be attached to the **DTID**.

d. The PCB testing and certification requirements are applicable to **ICP** stocks shipped to DSCR for maintenance.

e. **Planned Phase-Downs of Production Operation**. When a phase down will result in a substantial number of **Service** excess **MM**, at the earliest practical date, the responsible DoD component will **notify** the DSCR with the estimated number of **MM**'s, name and location of the facility, and approximate date the **MM** will become excess.

#### 44. Naval Nuclear Propulsion **Plant** Materiel

a. This property includes Naval nuclear propulsion plants, their land prototypes, and special facilities for their construction, support, and maintenance, including any machinery, device, component, or equipment specifically developed for use in such plants or facilities. Navy generating activities must comply with the instructions contained in NAVSEAINSTC5511 .32 and SPCCINST 4440.376H.

b. DRMOS may not accept from Navy generating activities items identified in FSC 4470,

45. Nonappropriated Fund (**NAF**)/**Surcharge** Property. At the option of the generator, DRMS will process excess **property** (to include, expense items and NAF resale goods) that was procured with NAF by activities such as the commissaries, military exchanges and Morale, Welfare, and Recreation Activity (**MWRA**)/**Services**. NAF property shall be processed for Federal screening only; it is not eligible for donation. NAF property is eligible for reutilization or transfer provided the NAF activity waives reimbursement or negotiates reimbursement with the requisitioning activity. Reimbursement will not exceed the estimated gross proceeds that would be derived from the sale on a competitive basis.

##### a. NAF Property

(1) The generator shall **certify** that the property was procured with NAF, citing the applicable **funds** account number for identification for reimbursement. Should the DTID not contain the certification, the property shall be processed as normal DoD excess. DRMS will not process property typically reclaimed from customers by the military exchanges such as batteries, tires, oil., etc., as a part of their normal business.

(2) The documentation shall also contain the unit cost that is recorded in the financial and accounting records of the NAF; this value shall be used by DRMOS for inventory, reporting, and sale purposes. This property may be made available for transfer with reimbursement. Reimbursement may not exceed the estimated gross proceeds from sale on a competitive bid basis. This property is not **donable**. NAF property shall be lotted separately and proceeds from sales of such property shall be handled as set forth in Chapter 7, **Sales/RRRP**, paragraph P2,

##### b. Surcharge property

(1) The DTID shall **specify** in bold letters: “**SURCHARGE PROPERTY**” instead of the certificate specified in subparagraph B45a. If the DTID does not contain this statement, the property shall be processed as normal DoD excess.

(2) Surcharge property consists of commissary operating equipment, DRMOs shall

process surcharge property in the same manner as NAF property; sale proceeds shall be handled as set forth in Chapter 7, **Sales/RRRP**, paragraph P2.

(3) Disposal of food and food wastes can be found in paragraph B28 of this chapter.

#### 46. Nuclear Weapons Materiel

a. Disposal instructions pertaining to nuclear weapons materiel are covered by the technical publication, "Supply Management of Nuclear Weapons Materiel," DoE-DNA TP 100-1, Army TM 39-100-1, Navy SWOP 100-1, USAF TO 1 IN- 100-1. Specific information or clarification of contents shall be requested through service nuclear ordnance supply channels.

b. Generating activities shall state on **DTID** for nuclear ordnance materiel that the materiel being transferred for disposal action meets established **DEMIL** and declassification criteria. **DRMOS** shall accept such nuclear ordnance materiel for processing and disposal in accordance with this manual.

#### 47. Oxygen Masks

a. Excess oxygen masks, including those which are over age but otherwise in serviceable condition, may be transferred within DoD and to Federal civil agencies.

b. Surplus serviceable oxygen masks including those which are over age but in otherwise good condition may be released to authorized customers. Before physical release of this property, donees shall be advised in writing that **further** use of the property shall be at their own risk and that the U.S. Government is relieved from any and all claims which may result from **further** use of the property.

c. Serviceable oxygen masks including those which are over age but in otherwise good condition may be offered for sale. The U.S. Government assumes no liability for damages to the property of the purchasers, or for the personal injuries or disabilities to the purchaser or the purchaser's employees, or to any other person arising from or incident to the purchase of this material, or its use, or disposition of the purchases. The purchaser shall hold the U.S. Government harmless from any and **all** such claims.

d. Oxygen masks which are condemned or over age in unserviceable condition may not be donated or sold. These oxygen masks shall be mutilated by:

(1) Removal of the mouthpiece **from** the face piece and destroying the former, or

(2) Slashing the face piece.

#### 49. Postal Equipment

a. Items of a strictly postal nature, such as a carrier satchel embossed “U.S. Mail, ” postal scales, or other equipment so similar in nature or design to official U.S. Postal Service (USPS) equipment as to cause **confusion** may not be sold or disposed of to the general public until the USPS has been notified of the intended disposition and has been accorded an opportunity to inspect the equipment. DRMOs shall **notify** local post office inspectors of the existence of this property and shall arrange for its inspection if the USPS advises that it desires to have the equipment for its own use or to prevent it from falling into the hands of unauthorized persons.

b. Transfers to the USPS shall be with fair market value reimbursement to DoD,

c. With respect to property not transferred, markings which would tend to confuse this property with official USPS equipment shall be removed before disposition.

d. Excess postal equipment which was loaned to **Military Services/Defense Agencies** by the USPS shall be returned to the USPS.

#### 50. Prescription Safety and Surgical Devices

a. General, **Military Service/Defense Agency** regulations may require that prescription devices; that is, safety goggles, safety glasses, and surgical telescopes, prepared and issued to an employee be turned in by the employee upon termination of his or her service. In such cases, the employee may purchase the specially fabricated device.

b. Prescription Safety Goggles. When required to be turned into a DRMO for disposal, the departing employee may purchase goggles from the DRMO through the retail method of sale. The sale price **shall** be established by the DRMO based upon a fair market value of the goggles. This policy is also applicable to the disposition of prescription safety glasses. Purchasers of prescription devices by the retail sale method shall be **furnished** one copy of the sale receipt to evidence right of ownership. Prescription safety and surgical devices not purchased by departing employees shall be processed under normal disposal methods.

c. Prescription Surgical Telescopes. Surgical telescopes must first be subjected to RTD screening. When the screening has been completed, the departing employee may purchase the telescope through the retail method of sale. The unit acquisition cost limitation for retail sale is exempted in this instance. The medical activity shall provide notice of a pending turn in of the telescope to the servicing DRMO 60 days before the individual’s termination of service. Accountability, but not physical custody, shall be transferred to the DRMO for immediate processing of the prescription surgical telescope for the RTD screening. Maintaining physical custody of the telescope by the medical activity should maximize its usefulness to the individual

and the medical activity before final disposition. The DRMO shall establish a **fair** market value which **shall** be the basis for the retail sale of the prescription surgical telescope. In any sale of this property, the purchaser shall **certify** and assure in writing that the item will not be used or resold in contravention of the Federal Food, Drug, and Cosmetic Act and the applicable regulations concerning labeling and branding of the item, or of any state, local, or other applicable law.

## 51. Printing Equipment

### a. Excess

(1) Printing equipment, as defined in paragraph B2 of Title II of the U.S. Government Printing and Binding Regulations, **after** being processed under pertinent Military Service/Defense Agency regulations and determined to be Service/Agency excess, shall be transferred to a DRMO.

(2) The **DTID**, in addition to the data listed in Chapter 3, Receipt, Handling and Accounting, shall be clearly marked "**PRINTING EQUIPMENT.**"

(3) Within 30 days **after** transfer to/receipt by the DRMO, excess printing equipment shall be reported to the Joint Committee on Printing (**JCP**), a Congressional Committee, on JCP Form 7 by the Central Printing and Publications Management Office of the Military Services/Defense Agencies. Preparation and processing of the JCP Form 7 under procedures established by internal Military Service/Defense Agency regulations constitute notification to the JCP of disposal action.

### b. Processing

(1) The DRMO shall process printing equipment through the normal disposal process.

(2) If an item of printing equipment is desired by a DoD activity or Federal agency, the requiring Central Printing and Publications Management Office shall obtain, by established means, transfer authority as required from the JCP. One copy of the request to JCP shall be forwarded to DRMS or GSA as notification to hold the equipment for that department pending receipt of the authority. When the **necessary** authority is received from the JCP, the requesting Military Service/Defense Agency shall forward a copy of the letter of authority, showing the JCP Document Number, accompanied by shipping instructions and all other pertinent information, to DRMS or GSA.

52. Privacy Act Materials (Also see Chapter 3, paragraph **B2d(5)**.) A massive release for disposal of computer cards and printouts is not a disclosure of personal information which would

be prevented by the Privacy Act of 1974. In view of the volume of the “records” and the coding of information, it is unlikely that comprehensible information about a specific individual can be readily obtained. Therefore, the computer products may be turned into **DRMOs** for sale as scrap, or recycling, as appropriate, without deleting the names or other individual identifying data. The achievement of anonymity through mass also may be achieved by commingling of lesser quantities (such as in the hundreds) of **cards/lists** by the **DRMO** after receipt.

### 53, Radiation-Emitting Electronic Products (Certified and Noncertified)

a. The Radiation Control for Health and Safety Act of 1968, as amended (42 USC 263 b-263 n), assigns to the Department of Health and Human Services responsibility for policy and procedures governing the safety of electronic products which produce radiation when energized. Among the principal radiation-emitting electronic products are television receivers, microwave ovens, X-ray systems, lasers and cold-cathode gas discharge tubes. All **radiation-emitting** equipment or products shall be treated as noncertified unless the seal on the manufacturer’s original shipping container has never been broken.

(1) Transfers of these electronic products to DoD activities or Federal civil agencies shall contain the “caution” cited in subparagraph **B53b**, unless the item is in A 1 condition and is specifically labeled as certified.

(2) Donations of these electronic products shall be accomplished by including the “caution” statement cited in subparagraph **B53b**. In addition, the “caution” must be signed by the recipient and a copy of the shipping document furnished the pertinent State Radiation Control Agency, for the State in which the donee is located, for the following property:

(a) Noncertified microwave ovens.

(b) Certified and noncertified diagnostic X-ray systems and their major components.

(c) Certified and noncertified diagnostic X-ray systems.

(d) Noncertified laser products.

(3) Award documentation for sales containing the items listed below shall be provided the State Radiation and Control Agency for the State in which the buyer is located.

(a) Noncertified color and black and white television receivers.

- (b) Noncertified microwave ovens.
- (c) Certified and noncertified diagnostic x-ray systems and their major components.
- (d) Certified and noncertified cabinet x-ray systems.
- (e) Noncertified laser products,
- (f) Noncertified cold-cathode gas discharge tubes under conditions of scrap or salvage.
- (g) Any other noncertified electronic product for which FDA may issue a performance standard.

b. **CAUTION: RADIATION-EMITTING ELECTRONIC PRODUCT.** Transferees and donees are warned that item(s) \_\_\_\_\_ may not be in compliance with **FDA**, radiation safety **performance** standards prescribed under 21 CFR 1000, and use may constitute a potential for personal injury unless modified. The transferee/donee agrees that the U. S. Government shall not be liable for personal injuries to, disabilities to, or death of the transferee/donee, the transferee's/donee's employees, or to any other person arising from or incident to the transfer or donation of this item, its use, or **final** disposition. The transferee/donee shall hold the Government harmless from any or all debts, liabilities, judgments, costs, demands, suits, actions, or claims of any nature arising from or incident to the transfer or donation of this item.

c. Exempted Lasers, Subparagraphs B53 a and B53b apply to laser products intended primarily for indoor classroom training and demonstration, industrial operations, scientific investigation, or medical application. Certain other lasers used exclusively by DoD components are exempt from the radiation safety **performance** standards. The exempted lasers are designed for actual combat or combat training operation, or are classified in the interest of national security. Disposal of exempted lasers shall be accomplished as follows:

(1) Generating activities shall **identify** excess exempted lasers by annotating on the **DTID**: "EXEMPTED LASER." Any necessary security classification assigned to the **DTID** shall be perpetuated in screening. The generating activity shall maintain physical custody during the screening period. Reutilization/transfer of excess exempted lasers shall be made only after notification of, and approval by, the DUSD (L) The gaining DoD organization shall be responsible for obtaining the approval. The DUSD (L) shall coordinate the proposed transfer with the FDA.

(2) Upon completion of **reutilization/transfer** screening, generating activities shall **identify** supply system needs for usable parts, and remove and return needed parts to the system,

Unclassified residual parts of exempted lasers shall be DEMIL'd as specified in DoD 4160.2 1-M- 1. Classified residual parts must be rendered unclassified or, when that is not feasible, destroyed in accordance with applicable security regulations. Disassembly for needed parts and proper DEMIL of residual parts shall constitute final disposition action of the exempted laser for the generating activity's record and report purposes.

(3) Residue from the actions specified in subparagraph B53c(2) may be physically accepted by DRMOS as scrap. The scrap, however, must not be identified to its initial source of generation; that is, the exempted laser. It shall be commingled with other scrap and disposed of following normal scrap procedures.

(4) Should a desire be expressed for usable exempted lasers or laser parts by other than a DoD organization, it shall be referred to DUSD (L) for security consideration and, if pertinent, coordination with FDA, before passing to GSA for final approval for release. Except where such staffing and approvals are obtained in advance, disposal of usable exempted lasers or laser parts outside DoD through transfer, donation, or sale is prohibited,

#### 54. Radioactive Material

a. Property containing radioactive material shall be managed and disposed of in accordance with license requirements or DoD policy as contained in DLAM 4145.8, "Radioactive Commodities in the Supply System", and AR 700-64/NAVSUPINST 4000.34B/AFR 67-8/MCO P4400.105C.

(1) DRMOS shall accept accountability, on a "wash-post" basis, of non licensed radioactive commodities but not physical custody, and provide RTDS processing. Radioactive items which are not released through RTDS must be disposed by the Military Services/Defense Agencies.

(2) Electron tubes and major items of equipment containing installed license-exempt items shall be disposed of in accordance with normal transfer, donation, or sale procedures.

b. All commodities, including rotor blades and aircraft subassemblies, containing depleted uranium counterweights shall be identified by the generating activity and pertinent documentation shall be furnished the DRMO with the DTID. DRMOS may accept accountability but not physical custody, and may provide RTDS processing. Prospective buyers of rotor blades or other aircraft subassemblies containing depleted uranium counterweights shall be made aware of regulations issued by the Nuclear Regulatory Commission.

c. Radioactive items may not be mutilated as a condition of sale. If DEMIL is necessary on a radioactive item, the generating activity shall be requested to accomplish this action if

salable residue would result. If the generating activity cannot safely accomplish the **DEMIL** action, or if salable residue would not be realized, the item shall be considered and processed as radioactive waste.

d. Whenever there is a possibility that an item offered for sale may contain levels of radioactivity, pertinent cautionary statement(s) shall be included in the sale solicitation.

e. The following are those persons or organizations within the Military Services/Defense Agencies having overall knowledge and responsibility for disposal of radioactive material within their respective Services/Agencies.

(1) Army--Commander, U.S. Army Material Command, **ATTN: AMCSF**, 5001 Eisenhower Avenue, Alexandria, VA 22333-0001.

(2) Navy--Commander, U.S. Naval Sea Systems Command, **ATTN: Radiological Affairs Office**, Code SEA-06GN, Washington, DC 20362-5101.

(3) **USAF--AL/OEBZ (AFRMW)**, Armstrong Laboratory, 2402 E Street, Brooks AFB, TX 78235-5114.

(4) Marine Corps (USMC)--Commandant of the Marine Corps, **ATTN: SDO-3**, 2 Navy Annex, Washington, DC 20380-1775.

(5) **DLA--Pertinent Defense Logistics Center** initiating the procurement contract.

f. For related property, refer to Reserved Materials, paragraph B57, and Thermal Batteries, Chapter 10, Environmentally Regulated and Hazardous Property, Attachment 1, paragraph 3i.

55. Radio frequency Devices. Radio frequency devices marketed and used by the general public or non-Federal agencies must comply with the rules and regulations of the Federal Communications Commission. Marketing of Radio frequency devices which do not comply with the Commission's rules is a violation of Federal law, 47 USC 302, and is punishable under 47 USC 501 and 502. A special condition of sale shall appear in all sale solicitations issued within CONUS for these items. Documents releasing these items outside DoD for transferor donation shall be annotated by the DRMO with a warning statement: "FAILURE TO COMPLY WITH FEDERAL LAW 47 USC 302 IN OPERATION OF THIS EQUIPMENT IS PUNISHABLE UNDER 47 USC 501 and 502. "

56. Red Cross Property. Property which was processed or donated by the American National Red Cross to a Military Department of the United States and becomes excess to the needs of that department may not be disposed of without notice to and consultation with the

American National Red Cross. This property shall be returned without reimbursement to the American National Red Cross upon request, if that organization will pay all costs of packing and shipping,

57. **Reserved Materials.** Excess reserved materials, defined as uranium, thorium, and all other materials determined under Section 81 of the Atomic Energy Act of 1954 (42 USC 2111) to be peculiarly essential to the production of fissionable material, shall be reported, through designated military channels, by letter to the DoE. The report shall indicate the nature of the material, quantity, uranium, or thorium content, locations, and ownership. This material may not be disposed of except on instructions received from the pertinent Military Service/Defense Agency or DoE (see also paragraph B54 Radioactive Material, this chapter).

58. **Safes and Related Equipment and Combination Padlocks.** Safes, filing cabinets, or similar equipment having a locking device may not be turned in to a DRMO unless the equipment is empty and unlocked. After ascertaining that the equipment is empty, the locking device shall be reset to a combination of 50-25-50 and properly tagged or marked by the generating activity before turn into the DRMO. Combination padlocks shall be reset to 10-20-30 and tagged or marked by the generating activity before turn in to the DRMO. For guidance on disposal of safes containing asbestos, see Chapter 10, Attachment 1, paragraph 2, Environmentally Regulated and Hazardous Property,

59. **Shelf-Life Property (excluding Property in FSC 6505)**

a. Shelf-life items possess deteriorative or unstable characteristics to the degree that a storage time period must be assigned to assure satisfactory performance in service. Excess **ICP-controlled** shelf-life stocks located in the United States, Guam, American Samoa, TTPI, and the Virgin Islands (except items requiring special processing as prescribed elsewhere in this chapter) shall be turned in to the DRMO. Additional guidance is contained in DoD 4140.27-M, Shelf Life Management Manual,

b. **Turn In and Processing of Shelf-Life Items**

(1) The generating activity shall **identify** an item as “SHELF LIFE” on the DTID and indicate whether it is a Type I or Type II. If the item is a Type II extendable, the generator will indicate an extension date, if applicable.

(2) The DRMO shall ensure expeditious processing of shelf-life materials in the following sequence:

(a) SCC “C”: Items which have a life expectancy of less than 3 months

(b) SCC “B”: Items which have a life expectancy of 3 to 6 months.

(c) SCC "A": Items which have a life expectancy of more than 6 months.

(3) State law may impact disposal (**RTDS**) of shelf life HP; laws may include exceptions for sale as **HW** to legitimate **recyclers/reprocessors/manufacturers**.

## 60. Ships, Boats, and Craft

a. DRMS is responsible for the consolidated sale of surplus and foreign excess ships, boats, and **craft** generated by the DoD, except those which must be reported to the Maritime Administration, DoT (see paragraph **B60c**).

(1) Navy ships listed in the Naval Vessel Register (**NVR**) (see Attachment 5, this chapter), when determined excess by the Navy, shall be reported in accordance with instructions **furnished** by the Chief of Naval Operations, Department of the Navy, to DRMS. The Department of the Navy is responsible for DoD internal screening for these vessels. Federal civil agency screening shall be accomplished in accordance with procedures established between the Department of the Navy and GSA. Accountability for these ships and **craft** shall remain with the Department of the Navy until transferred, donated, or sold.

(2) All other excess or foreign excess ships, boats, and **craft** (including Naval boats and craft listed on Attachment 6, this chapter) shall be transferred by the generating Military Service directly to the servicing DRMO.

(3) Foreign excess ships, boats, and **craft** located in a country where a bilateral agreement is in effect requiring the sale be conducted by a specifically designated office shall be offered for sale by the office indicated in the agreement.

b. Engines, spares, and Marine accessories considered a component part of the ship, boat, or craft shall be reported as part of the pertinent vessel. Other supportive equipment shall be processed as normal excess/surplus property.

c. Merchant vessels/ships or vessels/ships capable of conversion to merchant use, of 1500 gross tons or more, when determined to be surplus shall be reported by the owning Service for disposal to: Director, Office of Ships Operations, U.S. Department of **Transportation**, Maritime Administration, 400 Seventh Street, SW., Washington, DC 20590.

d. Transfer of title of U. S. Government-owned ships, boats, or craft to private purchasers must be evidenced by a Builder's Certificate, a Certificate in lieu of a Builder's Certificate, or a **quasi-**title to document the ship, boat or **craft** with the Customs Service, Department of the **Treasury**. A Bill of Sale shall be executed in behalf of the U.S. Government by the SCO executing and administering the sales contract, or his or her duly authorized successor. The Bill of Sale shall be prepared on a single page. The acknowledgment of the Bill of Sale must be executed by an appointed SCO or a duly appointed Notary Public.

(1) Builder's Certificates or Certificates in Lieu thereof for noncombatant ships, boats, or craft shall be requested by the selling activity directly from the Naval Sea Systems Command, Department of the Navy, Washington, DC 20362-5 101; U.S. Army Aviation Troop Support Command, ATTN: AMSTR, St. Louis, MO 63120-1798; San Antonio Air Logistics Center, ATTN: LDE, Kelly AFB, TX 78241-5000; or the Commandant (G-CFM), U.S. Coast Guard, 2100 Second St SW, Washington, DC 20593-0001, as applicable.

(2) The U.S. Army Aviation Troop Support Command **furnishes** quasi-titles instead of Builder's Certificates.

e. Sale solicitations shall indicate the appraisal value for Naval vessels in the following categories which are disposed of under 10 USC 7305: Battleships, cruisers, **aircraft** carriers, destroyers and submarines, The indicated appraisal value shall be followed by a statement that "This appraisal represents the U. S. Government's best estimate as to the market value of this vessel; however, the U.S. Government reserves the right to accept the high responsive bid without regard to this appraisal, "

61. Ship's Seals, Wax Seals, and Hand **Press Seals**. Broken or obsolescent ship's seals and hand press seals shall be destroyed and disposed of by the generator to prevent misuse. Broken or obsolete seals may not be forwarded to or turned in to a **DRMO**.

#### 62. Silver Recovered from Used **Hypo Solution**

a. In the processing of photographic and x-ray film, significant amounts of pure silver are generated in the fixing baths as a result of chemical action. Recovery of silver from the solution can be accomplished by chemical precipitation, metals displacement, or electrolytic methods. Potential sources of silver recovery at DoD installations are hospitals, dispensaries, dental clinics, photographic laboratories, printing plants, and hobby **craft** shops.

b. Used hypo solutions as **well** as sludges, spent **recovery** cartridges, electrolytic flake, and other products of silver recovery from hypo will be processed in accordance with Chapter 11, **PMRP**, paragraph C3e.

63. **Small Arms**. All transfers of small arms to and from DRMO accounts shall be as prescribed in DoD 4000.25-2-M, **MILSTRAP**, and Military Service/ Defense Agency implementing instructions to ensure compliance with small arms registration and documentation procedures. Turn-in of small arms **shall** be made separately according to the SCC. The **DTID** for complete weapons shall bear the appropriate SCC designated by the generator. Turn-ins for other than reparable complete weapons shall be made as follows:

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a. The DTID for partial weapons which are repairable shall be marked for turn-in using SCC "F" (unserviceable - repairable) or "G" (**unserviceable** - incomplete). Individual DTID for each weapon are recommended, although a single DTID with an attached list maybe used if the conditions below are met.

(1) Separate DTID must be used when different **SCCs** are involved (that is, all items in SCC "G" are listed against one **DTID**, and all items in SCC "F" are listed against a separate **DTID**).

(2) The weapons being turned in must be listed in serial number order with the missing components listed under the serial of the weapon to which they apply.

(3) Each weapon shall be packaged individually. Each package shall be marked with the serial number **identifying** the weapon, and include a list of all missing or removed parts, which correlates back to the DTID list.

(4) The DRMO shall reject turn-ins of multiple weapons in SCCS "F" or "G" when the turn-in is on the same **DTID**.

b. Condemned weapons maybe **DEMIL'd** by the owning Military Semite or turned in to DRMS using SCC "H." The reason for condemnation shall be annotated on the **DD** Form 1577, Unserviceable (Condemned) Tag Materiel, or DD Form 1577-1, Unserviceable (Condemned) Label Materiel. The DRMO shall reject any turn-in of condemned weapons when the annotations are missing from the tag or label for SCC "H" assets. When missing or removed parts contribute to the condemnation action of multiple quantity turn-ins, a listing must be provided as stated in paragraph B63a, above.

c. DRMS shall ensure that:

(1) DoD and Federal civil agency requisitions originate from, or bear the approval of, the Service designated control point. Chapter 5, Reutilization Transfer Screening and Issue, Attachment 3, contains a list of Military Service/Defense Agency designated approving authorities for this purpose.

(2) Transfer documents (SF 122s) to Federal civil agencies bear the signature of the GSA Regional Utilization Section **Chief**, or authorized representative, approving the release.

(3) DRMS shall review and authenticate releases for all transfers and donations.

d. Donations are prohibited, except to those SEAS authorized to receive surplus small arms when approved by the sponsoring Military Service. Designated control points (Chapter 5, Reutilization Transfer Screening and Issue, Attachment 3), shall screen and validate requisitions based upon the coordinated decisions of the sponsoring Military **Service**. SF 123s, approved by the GSA Regional Office, must be routed to the GSA Central Office and DRMS for **further** review and authentication before release by **DRMOs** is authorized.

e. Small arms received by **DRMOs** shall be accounted for and transactions input into the Defense **Reutilization** and Marketing Automated Information System (DAISY) and the Small Arms Serialization Program.

f. Small arms requests from DoD **MWRA/Services** must originate from servicing accountable officers only, not the accountable officer of the **MWRA/Service**; be approved by the designated Military Service/Defense Agency control point listed in Chapter 5, **Reutilization** Transfer Screening and Issue, Attachment 3; and be **further** authenticated by DRMS before release action by DRMOs. (Also see Chapter 5, Attachment 3, Issues to Special Programs and Activities, paragraph 8.)

g. Authorized recipients may screen and inspect small arms on **DRMO** accountable records.

h. Major components of small arms shall not be requisitioned for the purpose of assembling complete weapons, circumventing the controls imposed here for acquisition of small arms and serialized control.

i. As indicated in DoD 4160.21-M-1, small arms, weapons, and parts are not authorized for sale to the general public except as scrap after necessary **DEMIL** is completed. **DEMIL** instructions for total destruction to be performed in a manner to assure that firearms are rendered completely inoperable and to prevent their being made operable are contained in DoD 4160.21-M-1.

j. The sale prohibition is not applicable to those sales authorized by DoD 4160.21-M-1 or law.

#### 64. Sodium Filled Valves

a. A distinct hazard exists in attempting to mutilate sodium filled valves. These valves, aircraft engines, assemblies, or receptacles containing sodium valves, received in **DRMOs** shall be segregated from all other property and tagged: "Warning--Sodium Filled Valves" before any disposal action. The tag shall remain with the property through ultimate disposal actions:

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b. Applicable special condition(s) of sale shall be included in sale solicitations for all aircraft engines, assemblies, or receptacles containing sodium valves.

65. **Spark Plugs and Magneto Breaker Assemblies Containing Precious Metals.** **Nonusable** and **nonrebuildable** spark plugs and magneto breaker assemblies (contact points) shall be accumulated and reported for precious metals recovery in accordance with instructions contained in Chapter 11, **PMRP**. Spark plugs shall be reported by manufacturer and type as follows: AC281, **RE39**, **AC286**, RB53, etc. Magneto points need not be separated by manufacturer but shall be segregated from spark plugs and documented to total quantity.

### 66. Strategic and Critical Materials

a. This paragraph describes the procedures for issuing property excess to DoD needs to the national stockpile as strategic and critical materials. Strategic and critical materials are those materials which have been designated by the Federal Emergency Management Agency under the Strategic and Critical Materials Stockpiling Revision Act of 1979 (PL 96-4 1).

b. Reporting. Platinum family items do not become excess to DoD needs and shall be processed in accordance with Chapter 11, **PMRP**. Subject to minimum quantity and form requirements reflected in Attachment 7, this chapter, all other strategic and critical materials determined to be DoD excess shall be reported by the DRMO to the Defense National Stockpile Center (**DNSC**), 8725 John J. **Kingman** Road, Suite 3339, Fort **Belvoir**, VA 22060-6223, for a decision as to whether the material should be transferred to the **DNSC**.

(1) The DRMS report to the **DNSC**, in letter form, shall include the location and amount and describe the material in sufficient detail as to the chemical or other composition, specification, size, etc., to indicate its nature. Complete purchase specifications of material content analysis shall be included when available (Report control number O 120-GSA-AR applies).

(2) The **DNSC** shall review the notification letter from DRMS and, if the material is determined to conform to stockpile needs, shall **furnish** the DRMO with instructions for transferring the materials to a stockpile site.

c. Less than minimum specified quantities. **DRMOs** having excess strategic and critical materials at any one location in lots less than the minimum quantities specified in Attachment 7, this chapter, shall retain these materials until the specified minimum is accumulated and thereafter report to the **DNSC** as indicated in subparagraph **B66b(1)**. However, if the DRMO determines that there is no reasonable prospect of accumulating within 12 months the specified minimum, those small accumulations shall be disposed of in accordance with normal procedures.

d. Transfers to the Stockpile. DoD excess materials reported under these procedures shall be transferred to the national stockpile following notification by the DNSC to DRMS that they are acceptable and needed for the stockpile.

e. Unsuitable Items, If materials reported under these procedures are unsuitable for stockpiling or cannot be economically converted to meet stockpiling specifications, the DNSC shall advise the DRMO, and the material shall be disposed of in accordance with normal procedures, except that later referrals to the DNSC shall include the advice that the property was previously reported for stockpile purposes and was rejected.

f. Withdrawals. Subject to the approval of the DNSC, generating activities may withdraw materials reported under this procedure, through the DRMO, if the shipment to the national stockpile has not already been made. After shipment, requests for return must be directed to the DNSC.

g. Reimbursement. Issues of materials to the DNSC shall be made without reimbursement or transfer of funds except that, once the material has been accepted by DNSC, all expenses of preparation for shipment, all shipping and conversion expenses, and all expenses after the date of shipment (including transportation, maintenance, and storage) which are incident to the issues shall be borne by DNSC.

67. Submarine Escape Appliances. Surplus submarine escape appliances (Momsen Lungs) shall be sold as scrap for material content only. Mutilation must be completed to the extent that use is impossible.

68. Survival and Protective Equipment. Because of possible malfunction or improper application of survival and protective equipment, this property shall be disposed of as follows:

a. Excess items, including overage items in good condition, may be transferred within the DoD or to Federal civil agencies in accordance with normal transfer procedures.

b. Surplus serviceable items, including overage items in good condition, maybe released to authorized donees. Before physical release of this property, donees shall be advised in writing that further use of the property shall be at their own risk and that the U.S. Government is relieved from any and all claims which may result from further use of the property.

c. Surplus serviceable items, including overage items in good condition, may be offered for sale. The U.S. Government assumes no liability for damages to the property of the purchasers, or for personal injuries or disabilities to the purchaser or the purchaser's employees, or to any other person arising from or incident to the purchase of this material, or its use, or disposition. The purchaser shall hold the U.S. Government harmless from any and all such claims.

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d. Condemned or unserviceable surplus and foreign excess survival and protective equipment items remaining shall be mutilated and the residue sold as scrap. Where the cost of mutilation is greater than scrap value, the items shall be destroyed.

### 69. Tax-Free Products

a. Alcohol. Surplus tax-free alcohol, other than ethyl alcohol or specially denatured alcohol, may be sold upon the purchaser's payment of the applicable internal revenue tax to the Deputy Associate Director, Regulatory Enforcement Field Operations, Bureau of Alcohol, Tobacco and Firearms (BATF), TD, 650 Massachusetts Avenue NW., Washington, DC 20226, and subject to any other conditions the Bureau may require. When ethyl alcohol or specially denatured alcohol is to be sold within the United States, request shall be made by the DRMO to the nearest Regional Director, BATF, Department of the Treasury, for specific instructions. (This does not apply to alcohol sold overseas or in U.S. territories.) Any instructions received shall accompany the property listing at the time that it is reported to DRMS. Alcohol sold overseas or within U.S. territories is subject to U.S. customs and taxes if it is imported into the United States.

b. Beer. Tax-free beer maybe sold if the purchaser is required to pay the full amount of the internal revenue tax and to relabel each bottle or can and stamp each case or carton in conformity with the requirements of the BATF before removal from **Military Service** custody, and to conform with all applicable State and local alcoholic beverage laws.

70, Technical Publications. Manuals, technical orders, and other publications (or specific portions) which, under Military Service/Defense Agency regulations, require mutilation shall **be** mutilated by the generating activity before being turned into a DRMO for sale unless it is agreed that mutilation shall be a condition of sale. These publications maybe mutilated by shredding, pulverizing, etc. Mutilated publications may not be mixed with other publications when mixing would be detrimental to the sale of the **unmutilated** publications.

71. Textiles. Textile items shall be segregated in accordance with waste and scrap classifications in DoD 4160.21-H. **Nonreparable** items made of cotton cloth, such as sheets, pillow cases, mattress covers, as well as other textiles suitable for use as wiping rags shall be accounted for as scrap on DRMO accountable records and shall be issued as scrap for use at the installation, Generating activities may not turn in fouled bedding or personal clothing without laundering or dry cleaning. Textiles from medical facilities shall be laundered before turn in to DRMOs.

72. Tobacco Products. Because of numerous Federal and State tax, and other implications, cigars, cigarettes, snuff, chewing or pipe tobacco shall be disposed of whenever possible by some authorized method other than sale.

73. Trophies and Relics. **Trophies** and relics suitable for museum purposes, including ships' bells and nameplates and captured enemy equipment, shall be reported to the applicable Military Service Museum or Curator, and disposed of in accordance with instructions received from the Museum or Curator.

#### 74. Vehicles

a. Generating activities shall **furnish** the following information on vehicles in FSG 23, 24, 38, and 39 that have a commercial application:

(1) List and value of any major components that are missing (or have been reclaimed) such as engine, transmission, differential, wheels, axles, or doors, which would impair the use of the vehicle, regardless of the other repairs that are necessary.

(2) One-time cost of repairs (parts and labor), based on a copy of the LTI.

(3) The vehicle maintenance record.

b. Excess vehicles turned in to the DRMO should not contain more than 25 percent (one-quarter tank) **fuel** in the tank. If a **fuel** tank is known to be leaking, the generating activity shall repair the tank or drain all fuel from the tank and annotate on the **DTID** at the time of turn in to the DRMO that the **fuel** tank leaks.

c. Lost, abandoned, or unclaimed privately-owned vehicles shall be processed in accordance with procedures set forth in paragraph B40, this chapter,

d. The SF 97, The United States Government Certificate to Obtain Title to a Vehicle. Available through the supply system from GSA under NSN 7540-00-634-4047, the SF 97 is a four-part continuous blank form pre-printed with serial numbers and normally used by the DRMO to account for vehicles transferred, donated, or sold. The completed SF 97 is finished to the recipient or purchaser of the vehicle as maybe required or upon request. Accountability of serial-numbered forms is imperative to preclude their unauthorized use, therefore, the SF 97 will receive the necessary security normally afforded any controlled item/form.

(1) The SF 97 is designed normally for use with commercial vehicles such as passenger cars, multi-purpose passenger vehicles, trucks, trailers, motorcycles, buses, and similar wheeled vehicles. The following vehicles, generally referred to as tactical vehicles, are excepted:

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(a) A military vehicle that is tracked or has a gross weight of more than 16,000 pounds.

(b) Any vehicle which must be mutilated as required by subparagraph B74g, or otherwise **DEMIL'd** in accordance with the Defense **DEMIL** and TSC Manual, DoD 4160.21-M-1.

(c) Any vehicle that is 25 years or older.

(2) When a vehicle is transferred to a **quasi-DoD** activity (e.g., Military **Affiliate** Radio System [MARS], CAP, NAF or USCG activity), donated or sold, the SF 97 shall be executed by the DRMO disposing of the vehicle and furnished to the transferee/donee or to the purchaser as required or upon request. The SF 97 need not be prepared for transfer of vehicles that will use Federal Government license plates issued by DoD activities and GSA.

(3) Base Closure Community Assistance. The SF 97 shall be executed in accordance with base closure procedures. Vehicles designed specifically for military use such as the M151, Gama Goat, "**Goer**" (Go Ability **With** Overall Economy and Reliability) and the **HMMWV** are not authorized for transfer to a community. GSA Interagency Fleet Management System (**IFMS**) vehicles that are assigned to DoD activities are also not authorized for transfer to a **community**.

(4) Certificates containing erasure and strike **overs** are considered invalid by State Motor Vehicle Agencies and must not be issued. When a mistake is made, the form shall be destroyed in the same manner as is required for documents bearing FOUO classification.

(5) Authority to sign the SF 97 as the transferor is delegated to the DRMO chief and the closing base official. The name of the individual authorized to sign as transferor must be hand printed on the form. The title of the individual and the date should be typed. Only one copy of the SF 97 shall be retained by the issuing office. State vehicle registration laws differ; that is, some states require a notarized signature of the buyer, the issuing official need not obtain the transferee's signature before issuing a SF 97. The name of the transferee or recipient shall be recorded in the "Transferee" block at the top of the form.

(6) The SF 97 may not be issued when vehicles have been subject to extensive reclamation or cannibalization, unless the customer requests it and the serial number can be found on the body or chassis of the vehicle or trailer. All blocks of the SF 97 shall be completed. If information is not available, insert 'N/A.'

(7) If a vehicle is sold for scrap purposes or for parts or is otherwise not to be used on the road and a SF 97 is requested, the SF 97 will annotated "Not for Road Use."

e. When vehicles are offered for sale, the vehicle maintenance records shall be removed from the vehicle before the start of the inspection period. After the vehicle has been removed by the purchaser, the vehicle maintenance records shall be destroyed.

f. In order that vehicular-mounted equipment turned in to **DRMOs**, either under the NSN of the mounted equipment assembly or of the vehicles, is properly and adequately processed for RTD screening, the following shall apply in the reporting and release of property meeting the reporting criteria:

(1) Regardless of the FSG appearing on the relatable **DTID**, **DRMOs** shall code the receipt transaction to require submittal of the exception data, Attachment 8, this chapter, contains a listing of some items which are often vehicle-mounted or configured within vehicles at the time of turn in to a **DRMO**. Exception data for such receipts **shall** include, in addition to the description of the end item (**NSN**, or when locally assigned, best available description), the vehicle type and series, its physical, condition and estimated repair cost.

(2) **DRMO** processing of transfer and donation issues where either the vehicle or the installed equipment alone, and not both, are requested, shall ensure that disassembly is accomplished before release. Costs incident to the disassembly shall be reimbursable from the recipient and shall be accomplished through **DRMS**.

g. **Public Safety**. In some cases, public safety concerns require the destruction and/or mutilation of certain types of vehicles. The following vehicles have been determined to require special disposal processing:

(1) **M151s**. The term "**M151 vehicles**" as used in this subparagraph includes **M151**, **M151A1**, **M151A1C**, **M151A2**, and **M825** utility trucks and **M718** and **M718A1** ambulances in both serviceable and unserviceable condition. The rear suspension system on **M151** vehicles was designed for rough terrain usage by **stabilizing** the stock. Military personnel operating the **M151** are given special training in use of the vehicle. On paved roads, where the general public would normally use a vehicle, these vehicles are readily subject to rollover accidents. The Administrator, National Highway **Traffic** Safety Administration, U.S. DoT, identified the **M151** vehicles as a hazard to the safety of public highway users.

(a) The only authorized dispositions of both serviceable and unsewiceable **M151** vehicles are for DoD users, for sale to **friendly** foreign governments under Security Assistance Programs, and to qualified DoD and private museums for static display, under 10 USC 2572. **Quasi-DoD** activities such as CAP, MARS, and **all** NAF activities, are not authorized to acquire these vehicles. **M151** series vehicles are not authorized for issue to the **USCG**.

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(b) Care must be taken by the DRMO to ensure that mutilation does not occur until the above reutilization efforts have been exhausted.

(c) DRMOs will assure that M151 vehicles are made available for DoD customers only. National Stock Numbers for M151 vehicles are: 2310-00-177-9256, 2310-00-782-6056, 2320-00-1 77-9257, 2320-00-177-9258, 2320-00-542-4783, 2320-00-763-1091, 2320-00-763-1092, and 2320-01-264-4819.

(d) DRMOs are encouraged to attempt maximum reuse of components and parts of the M151 vehicles to Federal civil agencies and donees of those M151 vehicles remaining after DoD or FMS screening. This shall be accomplished by making the vehicles available to transfer and donation screeners for the normal screening period. The unit of issue shall be by component or part nomenclature removed from the M151 vehicle. No SF 97 is to be issued, under any circumstance, to recipients of M151 vehicles.

(e) Mutilation of M151 vehicles shall be accomplished as follows:

**1** The engine, radiator, and transmission (drive shaft, front and rear suspension system not included) shall be cut out or unbolted from the M151 unitized body. The front and rear differentials and other components shall be removed and made available for RTDS, except for certain engines discussed in subparagraph **B74g(1)(e)8**. The drive shaft and front and rear suspension systems attached to the M151 or turned in detached from the vehicle shall be included in the DRMO's M151 mutilation process.

**2** The unitized body, drive shaft, and front and rear suspension systems shall be shredded and/or crushed, in such a manner as to completely prevent rebuild into a usable unitized body. Where the quantity warrants, the shredding, baling, or crushing of M151 vehicle bodies may be performed as a condition of sale on U.S. Government premises subject to the controls outlined in subparagraph **B74g(1)(e)3**. When use of the sale option does not lead to disposal of the M151 vehicle bodies, those bodies shall be shredded, baled, or crushed by the DRMO. These actions shall be accomplished by existing DRMO resources, through the host, or by service contract. All actions shall be subject to the controls outlined in subparagraph **B74g(1)(e)3**. Residue of the shredded or crushed unitized body shall be commingled with other ferrous scrap metal generations. The above effort will achieve the desired objective; that is, to prevent reassembly of an operable M151 vehicle from the residue of the mutilation operation.

**3** The following additional procedures shall apply to the disposal of M151 series vehicles regardless of the mutilation method:

**a** DRMO Chiefs shall ensure that contractors who perform mutilation do not employ any measures designed to circumvent or frustrate the intent that usable vehicles shall not be reassembled from residue of mutilation.

**b** The “two-man rule” with proper certification shall be made applicable to mutilation procedures.

**c** The proper mutilation of vehicles shall be made a matter of DRMS internal control reviews.

**4** Mutilation can be accomplished by the DRMO, the Federal agency, or donee recipient, the buyer as a condition of sale, or by the generating activity on a reimbursable basis. The vehicle must not be released from DRMO control until mutilation has been accomplished, however, components and parts can be removed and released before, during, or **after** mutilation action and before offering for sale. Reimbursement for the costs incurred in the mutilation or component removal actions **performed** on M151 vehicles by the host activity shall be accomplished as stated in subparagraphs B74g(1)(e)**5** and **6**.

**5** Issues to Federal Civil Agencies and Donees. Reimbursement by DRMS to the host activity for expenses incurred in disposal actions involving the M151 jeep shall be accomplished in accordance with normal DRMO processing criteria under the local ISA agreement. Reimbursement from Federal civil agencies and donees for component removal (that is, other than separation of items from the unitized body cited in subparagraph B74g(1)(e)**1**) for such activities shall be accomplished by the DRMS.

**6** Sales, Mutilation by the contractor as a condition of sale before passage of title of components and residue, is permissible if mutilation is monitored by the DRMO before removal. If accomplished by the host installation, reimbursement procedures in subparagraph **B74g(1)(e)5** are applicable. The original and one copy of the award document shall bear the statement: “Notice: The material hereby being released is the residue of an M151 vehicle and not the **vehicle** itself. ”

**7** The engine, radiator, and transmission, although designed exclusively for the M151, have application as training aids and power plants. Since the unitized body must be eliminated from **further** civilian use, these components should be salvaged and processed for RTDS.

**8** Certain M151 engines which have been exempted from exhaust emission standards for reasons of national security by EPA, may not be sold. These engines may be identified by a plastic or metal label, welded, riveted, or otherwise permanently attached in a readily visible position in the engine compartment, The label has been affixed by the vehicle

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manufacturer, whose vehicles have been exempted, in such a manner that it cannot be removed without destroying or defacing the label, and is not affixed to any equipment which is easily detached from the vehicle. The label contains the following information lettered in English in block letters and numerals, which are of a color that contrasts with the background of the label:

**a** The label heading: Vehicle Emission Control Information,

**b** Full corporate name and trademark of the manufacturer.

**c** Engine displacement (in cubic inches) and engine family identification.

**d** The statement: "This vehicle is exempt from EPA certification regulations applicable to (insert current year) model year new motor vehicles (day, month, year of exemption)." Since these engines, so identified, have only been exempted for DoD use, they can only be used within DoD. If no reutilization need develops within DoD, they must be destroyed. Destruction shall be accomplished by cracking the engine block beyond reparation or restoration,

(f) Customers working on DoD premises in accomplishing mutilation and component removal on M151 vehicles shall provide for release from any claims for injury or damage sustained. This shall be accomplished by the DRMO requiring the customer to sign the following statement before the mutilation and removal effort:

"The Government assumes no liability for damages to the property of the recipient, recipient's employees or third parties, or for personal injuries, disabilities or death to the recipient, recipient's employees or third parties arising from or incident to the mutilation, acquisition, and use of this property. The recipient shall hold the Government harmless from any and all such demands, suits, actions, or claims of whatsoever nature arising from the mutilation, acquisition, and use of this property."

(g) DRMS shall include the applicable terms and conditions in all sale solicitations offering M151 vehicles.

(2) "HMMWVs." RTD is permitted. Sales of HMMWVs in their original military configuration are not permitted. DRMS may pursue sales methods aimed at bringing these vehicles up to Federal Motor Vehicle Safety Standards. Vehicles not released through RTDS will be mutilated in manner that prevents reassembly as a usable vehicle.

(3) GAMMA GOATS/GOERS. RTD is permitted. Vehicles not issued through RTD will be mutilated in a manner that prevents reassembly as a usable vehicle. Sales as a usable item are not permitted.

(4) Ambulances, Modular. Ambulances manufactured by Southern Ambulance Builders, Inc. (NSN 2310-01-170-6843 and 2310-01-171-4747) must be mutilated by the generator prior to turn-in unless arrangements are made with HQ DRMS. Mutilation is for safety concerns primarily due to potential for fire.

(5) School Buses (manufactured prior to 1977). Generating activities will remove usable components (i. e., engine, transmission, radiator, front and rear differentials, etc. ) for separate turn-in and normal disposal processing. On a case-by-case basis, the DRMO and the generating activity(ies) will determine who has the responsibility to mutilate. If neither agree, the generating activity will be responsible for arranging mutilation. DRMOs receiving buses mutilated by the generating activity may process them for sale as reimbursable/recyclable scrap. DRMOs performing the mutilation will process the buses for sale as nonreimbursable/nonrecyclable scrap.

(6) Fire Trucks (P2). USAF A/S32P-2 Crash Fire Rescue Trucks (NSNs 4210-01-034-7537, and 4210-01-038-433 1) are defective due to frame rail cracks. These trucks will be processed as in paragraph (4), above.

(7) All Terrain Vehicles. Three wheeled All Terrain Vehicles may be offered for public sale only after they have been mutilated in a manner to prevent operational use (FPMR 101-45.309-13).

**AIRCRAFT AUTHORIZED FOR SALE FOR COMMERCIAL USE**

**Reference: Chapter 4, paragraph B2**

The following is a list of aircraft types which, when not specifically modified for combat purposes, may be sold or exchanged for commercial use. Military Services releasing these aircraft must indicate on the DTID if the aircraft has been specifically modified for combat purposes. When authorized to be sold or exchanged, the releasing Military Service shall indicate the military design characteristics, if any, which must be removed or demilitarized and, in the latter instance, the method of demilitarization.

<u>SERIES</u>	<u>DATA PLATE MODEL</u>	<u>MANUFACTURER</u>
Cargo/Transport	**C1A	Grumman
"	*C2A	Grumman
"	C-12A thru C-12J	Beech
"	C-21A	Learjet
"	c-45	Beech
"	C-46	Curtis
"	c-47	Douglas
"	c-54	Douglas
"	**C-97	Boeing
"	C-117	Douglas
"	C-118	Douglas
"	C-121	Lockheed
"	C-123	Fairchild
"	**C-130	Lockheed
"	C-131	Convair
"	**C-135	Boeing
"	**C-137	Boeing
"	**C-140	Lockheed
"	C-141	Lockheed
Helicopter	** H-1	Bell
"	** H-2	Karnan
"	***H3	Sikorsky
"	H-13	Bell
"	H-19	Sikorsky
"	H-21	Vertol
"	H-23	Hiller
"	H-34	Sikorsky

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<u>SERIES</u>	<u>DATA PLATE MODEL</u>	<u>MANUFACTURER</u>
Helicopter	** H-37	Sikorsky
"	H-4 1	Cessna
"	** H-46	Boeing Vertol
"	** H-47	Boeing Vertol
"	***H-52	Sikorsky
"	** H-53	Sikorsky
"	H-54	Sikorsky
"	H-55	Hughes
"	H-57	Bell
"	** H-58	Bell
Observation	o-1	Cessna
"	0-2	Cessna
"	** OV-1	Grumman
"	*** OH-6	Hughes
Trainer	T-1A	Beech
"	* T-28	N. American
"	T-29	Convair
"	T-34	Beech
"	T-39	N. American
"	T-4 1	Cessna
"	T-42	Beech
"	T-47A	Cessna
Utility	u-1	<b>DeHaviland</b>
"	u-3	Cessna
"	u-4	Aero Design (N. American Rockwell)
"	U-6	<b>DeHaviland</b>
"	U-8	Beech
"	u-9	Aero Design (N. American Rockwell)
"	u-10	<b>Helio</b>
"	U-n	Piper
"	** U-16	Grumman
"	** U-17	Cessna
"	** U-18	Ryan

<u>SERIES</u>	<u>DATA PLATE MODEL</u>	<u>MANUFACTURER</u>
"	** U-19	Convair
"	** U-20	Cessna
"	U-21	Beech
Patrol	** P2	Lockheed
"	** p3	Lockheed
"	** S2	Grumman
"	** E1B	Grumman

**\*NOTE:** Demilitarization is not required except for demilitarization of lethal/classified equipment onboard the aircraft when sold overseas to U.S. nationals or U. S. entities for import into the United States. All other sales in overseas areas will be made for scrap and for **recovery** of parts, regardless of the nationality of the purchaser.

**\*\*NOTE:** No **FAA type certificate** is **established** to date, These aircraft may be sold as flyable provided the recipient is advised that an FAA type certificate must be obtained prior to obtaining a Standard Airworthiness Certificate.

**\*\*\*NOTE:** **Aircraft can only** be **used** for **special purpose operations and** must meet certain noise requirements (14 **CFR**, Part 21).

## MARKING OF CLOTHING AND EQUIPAGE FOR TURN IN

Reference: Chapter 4, paragraph B10C

Clothing and individual equipment items that are suitable for standardized marking or mutilation to prevent reentry into the supply system shall be marked in such a manner as to eliminate excessive and improper defacing of clothing and equipment. Markings (one-half to one-inch lettering) shall be by stamping or stenciling "DRMO" with indelible ink no more than twice in suggested areas. Items indicated with an asterisk (\*) below shall have a single one-fourth inch hole punched instead of stamping.

### TYPE ITEMS

### AREA OF MARKING

Alice packs	Inside back area or inside large flap
<b>Ammo</b> pouch	Inside of flap cover
Aprons (all)	One corner of the item
Bag, barrack	Inside near drawstring
Bag, duffel	Bottom of bag
Bag, flyer	Inside of zipper
Bag, sleeping	Inside of zipper
Boots, leather	Inside top of boot
Belts/straps	Inside near buckle area
Canteen/mess kit cover	Back belt loop
Cases, handcuffs, first aid	Inside of flap cover
Coveralls (all)	Inside near label area
Entrenching tool carrier (canvas)	Back of flap
*Entrenching tool carrier (plastic)	Punch single one-fourth inch hole on flap top
Gloves	Inside of cuff
Headgear	Inside headband (may punch single one-fourth inch round hole in the inside headband in lieu of stenciling)
Hoods (all)	Inside near label area
Jackets, field, parkas, other type coats	Inside near label area
Liner, coats and jackets	Inside near label area
Liner, trouser	Inside waistband

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Pants, trousers, skirts  
Rubber items, including  
bunny boots, overshoes  
and hip boots  
Sheets, pillow cases, mattress  
covers, blankets  
shirts  
Shoes (leather)

Inside waistband  
Punch one-fourth inch round hole in  
distinctive area at top of boot or tongue  
  
One corner of the item  
  
Tip of shirttail  
Inside ankle area

## FLIGHT SAFETY CRITICAL AIRCRAFT PARTS CODES

### Reference: Chapter 4, paragraph B26b

An **FSCAP** code is a one position alpha code identifying any part, assembly, or installation containing a critical characteristic whose failure, **malfunction**, or absence could cause a catastrophic failure resulting in **loss** or serious damage to the **aircraft** or an uncommanded engine shutdown resulting in an unsafe condition.

The code identifies a requirement as a condition of transfer, donation, or sale that any persons or organizations receiving an **FSCAP** or engine, prior to putting these into use on **aircraft** would subject them to safety inspection, repair, and/or overhaul by a competent manufacturer or other entity certified by the FAA to perform such inspection and repairs.

<u>CODE</u>	<u>EXPLANATION</u>
E	The item is <b>FSCAP</b> and is specifically designed to be selected as being nuclear hard.
F	The item is <b>FSCAP</b> .

### Notes/Terms:

These codes are used to **identify** any part, assembly, or installation containing a critical characteristic whose failure, **malfunction**, or absence could cause a catastrophic failure resulting in loss or serious damage to the **aircraft** or an uncommanded engine shutdown resulting in an unsafe condition.

These codes are maintained in DoD 4 100.39-M, Volume 10, Chapter 4, Table 181.

**Critical Characteristic:** Any feature throughout the life cycle of an **FSCAP**, such as dimension, tolerance, finish, material of assembly, manufacturing or inspection process, operation, field maintenance or depot overhaul requirement which if nonconforming, missing, or degraded could cause the failure or malfunction of the **FSCAP**.

a. Critical characteristics produced during the manufacturing process are termed “manufacturing critical characteristics.”

b. Critical characteristics which are not introduced during the manufacture of a part but are critical in terms of assembly/installation: e.g., proper torque, are termed “installation critical characteristics.”

**SAMPLE FORMAT OF RELEASE DOCUMENT FOR UNCLAIMED PROPERTY**

**Reference: Chapter 4, paragraph B40**

Know all men by these presents that I, \_\_\_\_\_, do hereby unconditionally give to the United States Government all of my right, title and interest in and to the following described personal property:

The above described personal property of which I am the sole and exclusive owner is located at \_\_\_\_\_ I hereby authorize the United States Government to dispose of said property in any manner it may consider suitable and hereby release and discharge the United States Government and its agents from any and all claims and demands whatsoever by me which could otherwise be asserted because of the disposition of said personal property by any person.

In witness whereof I have hereunto set my hand this day of \_\_\_\_\_, 1. \_\_9

(Signature of Individual)

Acknowledged before me \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 19 .  
(Notary Public)

**CLASSIFICATIONS OF U.S. NAVAL SHIPS AND CRAFT LISTED ON  
NAVAL VESSEL REGISTER (NVR)**

**COMBATANT SHIPS**

Reference: Chapter 4, paragraph B60

<b>WARSHIPS</b>		Fleet Ballistic Missile	
<b>Aircraft Carriers</b>		Submarine (nuclear	
Aircraft Carrier	Cv	propulsion)	SBN
Attack Aircraft Carrier	CVA	Guided Missile Sub.	SSG
Attack Aircraft Carrier (nuclear propulsion)	CVAN		
Aircraft Carrier (nuclear propulsion)	<b>CVN</b>		
ASW Aircraft Carrier	Cvs		
<b>Surface Combatants</b>		<b>AMPHIBIOUS WARFARE SHIPS</b>	
Battleship	<b>BB</b>	Amphibious Command Ship	LCC
Heavy Cruiser	CA	Inshore Fire Support Ship	LFR
Guided Missile Cruiser	CG	Amphibious Assault Ship (general purpose)	LHA
Guided Missile Cruiser (nuclear propulsion)	CGN	Amphibious Cargo Ship	LKA
Destroyer	DD	Amphibious Transport	LPA
Guided Missile Destroyer	DDG	Amphibious Transport Dock	LPD
Frigate	<b>FF</b>	Amphibious Assault Ship	LPH
Guided Missile Frigate	FFG	Amphibious Transport (smi)	LPR
Radar Picket Frigate	FFR	Amphibious Transport Sub.	LPSS
<b>Patrol Combatants</b>		Dock Landing Ship	LSD
Patrol Combatant	PG	Tank Landing Ship	LST
Patrol Combatant Missile (hydrofoil)	PHM		
Patrol Escort	PCE	<b>MINE WARFARE SHIPS</b>	
Destroyer Escort	DE	Mine Countermeasures Ship	MCS
<b>Command Ships</b>		Minesweeper, Coastal (nonmagnetic)	MSC
Command Ship	cc	Minesweeper, Ocean (nonmagnetic)	MSO
<b>Submarines</b>		<b>AUXILIARY SHIPS</b>	
Submarine	Ss	Destroyer Tender	AD
Submarine (nuclear propulsion)	SSN	Degaussing Ship	ADG
		Ammunition Ship	<b>AE</b>
		Store Ship	<b>AF</b>
		Combat Store Ship	AFs
		Miscellaneous	AG

Auxiliary Deep Submergence support ship	AGDS	Dock (nonself-propelled)	AFDB
Frigate Research Ship	AGFF	Small <b>Auxiliary Floating Dry Dock (nonself-propelled)</b>	AFDL
Hydrofoil Research Ship	AGFF	Barracks Craft ( <b>nonself-propelled</b> )	APL
Environmental Rsrch. Ship	AGFR	<b>Auxiliary Repair Dry Dock</b> (nonSelf-propelled)	<b>ARD</b>
Miscellaneous Comm. Ship	AGF	Medium Auxiliary Repair Dry Dock (nonself-propelled)	ARDM
Patrol Comb. Support Ship	AGHS	Deep Submergence Rescue Vehicle	DSRV
Missile Range Instrum. Ship	AGM	Deep Submergence Vehicle	DSV
Major Comm. Relay Ship	AGMR	Unclassified Miscellaneous Submersible Research Vehicle (nuclear propulsion)	IX
Oceanographic Rsrch Ship	AGOR	Miscellaneous Auxiliary (self-propelled)	YAG
Patrol Craft Tender	AGP	Open Lighter ( <b>nonself-propelled</b> )	Yc
Surveying Ship	AGS	Car Float (nonself-propelled)	YCF
Auxiliary Submarine	AGSS	Aircraft Transportation Lighter ( <b>nonself-propelled</b> )	<b>YCV</b>
Hospital Ship	AH	Floating Crane ( <b>nonself-propelled</b> )	YD
cargo ship	<b>AK</b>	Diving Tender (nonself-propelled)	YDT
Light Cargo Ship	<b>AKL</b>	Covered Lighter (self-propelled)	YF
Vehicle Cargo Ship	<b>AKR</b>	<b>Ferryboat</b> or Launch (self-propelled)	YFB
Net Laying Ship	<b>ANL</b>	Yard Floating Dry Dock ( <b>nonself-propelled</b> )	YFD
Oiler	AO	Covered Lighter ( <b>nonself-propelled</b> )	<b>YFV</b>
Fast Combat Supp. Ship	AOE	Large Covered Lighter ( <b>nonself-propelled</b> )	<b>YFNB</b>
Gasoline Tanker	AOG	Dry Dock Companion Craft ( <b>nonself-propelled</b> )	<b>YFND</b>
Replenishment Oiler	AOR	Lighter (special purpose) ( <b>nonself-propelled</b> )	<b>YFNX</b>
Transport	AP	Floating Power Barge ( <b>nonself-propelled</b> )	YFP
Self-propelled Barracks ship	APB		
Repair Ship	AR		
Battle Damage Repair Ship	<b>ARB</b>		
Cable Repairing Ship	ARc		
Internal Combustion Engine Repair Ship	ARG		
Landing Craft Repair Ship	<b>ARL</b>		
Salvage Ship	ARs		
Submarine Tender	AS		
Submarine Rescue Ship	ASR		
Auxiliary Ocean Tug	ATA		
Fleet Ocean Tug	ATF		
Salvage and Rescue Ship	ATS		
Guided Missile Ship	AVM		
Training Aircraft Carrier	CVT		
Surface Effects Ship	SES		
<b>SERVICE CRAFT</b>			
Large Auxiliary Floating Dry			

Medium Auxiliary Floating Dry Dock (nonself-propelled)	AFDM	Dredge (self-propelled)	<b>YM</b>
Refrigerated Covered Lighter (self-propelled)	YFR	Floating Dry Dock Workshop (hull) (nonself-propelled)	YRDH
Refrigerated Covered Lighter (nonself-propelled)	YFRN	Floating Dry Dock Workshop (machine)	
Covered Lighter (range-tender) (self-propelled)	YFRT	<b>(nonself-propelled)</b>	YRDM
Harbor Utility Craft (self-propelled)	YFu	Radiological Repair Barge	
Garbage Lighter (self-propelled)	YG	<b>(nonself-propelled)</b>	YRR
Garbage Lighter (nonself-propelled)	YGN	Salvage Craft Tender	
Salvage Lift Craft, Heavy (nonself-propelled)	YHLc	<b>(nonself-propelled)</b>	YRST
Salvage Lift Craft, Medium (nonself-propelled)	YMLc	Seaplane Wrecking Derrick (self-propelled)	YSD
Gate Craft (nonself-propelled)	YNG	Sludge Removal Barge (nonself-propelled)	YSR
Fuel Oil Barge (self-propelled)	Yo	Large Harbor Tug	YTB
Gasoline Barge (self-propelled)	YOG	Small Harbor Tug	YTL
Gasoline Barge (nonself-propelled)	YOGN	Medium Harbor Tug	YTM
Fuel Oil Barge (nonself-propelled)	YON	Water Barge (self-propelled)	<b>YW</b>
Oil Storage Barge (nonself-propelled)	Yos	Water Barge	
Patrol Craft (self-propelled)	<b>YP</b>	<b>(nonself-propelled)</b>	<b>YWN</b>
Floating Pile Driver (nonself-propelled)	YPD		
Floating Workshop (nonself-propelled)	<b>YR</b>		
Repair and Berthing Barge (nonself-propelled)	<b>YRB</b>		
Repair, Berthing and Messing Barge (nonself-propelled)	YRBM		

**NOTES:**

Letter prefixes to classification symbols may add identification:

E Prototype ship or **craft** that is in an experimental or developmental status.

T Assigned to MSC (Military **Sealift** Command).

F Being constructed for a foreign government.

Letter "N," when used as the last letter of ship symbol, denotes nuclear propulsion; as last letter of service **craft** symbol indicates nonself-propelled.

Parentheses are not used to separate any letters in classification symbols.

CLASSIFICATIONS OF U.S. NAVAL SHIPS AND CRAFT NOT LISTED ON  
 NAVAL VESSEL REGISTER (NVR)

Reference: Chapter 4, paragraph B60

TYPE BOATS		Mine Sweeping Boat	MA
Aircraft Refueling	AF	Mine Sweeping Launch	MS
Aircraft Rescue	AR	Mine Sweeper, Patrol	MP
Air Drive Rescue	AD	Mine Sweeper, Inshore	MI
Area Command Cutter	AC	Motor Boat	MB
Armored Troop Carrier	AT	Monitor	MO
Arctic Survey	AS	Motor Whaleboat	MW
Assault Support Patrol	AB	Noise Measuring	NM
Bomb Target	BT	Non-Standard (commercial)	NS
Boston Whaler	BW	Patrol Craft, Fast	PF
Buoy	BB	Patrol Boats (except PBR)	PB
Cabin Cruiser (commercial)	c c	Personnel	PE
Catamaran	CA	Picket Boat	PD
Dinghy	DN	Plane Personnel	PP
Distribution Box "L"	DB	Patrol Gunboat Hydrofoil	PG
Diving Tender	DT	Plane Personnel and	
Drone Recovery	DR	Rescue	PR
Flying Dutchman	FD	Plane Rearming	PA
Fire and Rescue	FR	Plane Service	Ps
Greenland Cruiser	GC	Punt	PT
Hawser Handling	HH	River Patrol (PBR)	RP
Junk	JK	Sampan	SP
Knockabout Sailboat	KN	Skiff	SK
Landing Craft, Assault	LA	sloop	SL
Landing Craft, Mechanized	CM	Sound	SB
Landing Craft, Personnel		surf	SF
Light	PL	Swimmer Support	NS
Landing Craft, Personnel		Target Drone	TD
Ramp	CR	Patrol Torpedo (PTF)	TF
Landing Craft, Swimmer		Torpedo Retriever	TR
Reconn	SR	Tug	TB
Landing Craft, Utility	Cu	Underwater Research	UR
Landing Craft, Vehicle		Utility	UB
Personnel	VP	Warping Tug	WT
Line Handling	LH	Wherry	WH
Mine Diving Tender	MT	Work	WB
Mine Sweeper Drone	MD	Yawl	YL
Mine Sweeper River	MR		

STRATEGIC AND CRITICAL MATERIALS TO BE  
 REPORTED TO DEFENSE NATIONAL STOCKPILE CENTER

Reference: Chapter 4, paragraph B66

<u>Material and type or grade</u>	<u>Forms to be reported</u>	Minimum quantity at one location to be <u>reported</u>
Aluminum metal	Ingots	Any quantity
Bauxite, abrasive grade	Ore	2,000 pounds
Bauxite, metallurgical or <b>jamaica</b>	Ore	20 short tons
Bauxite, metallurgical or <b>surinam</b>	Ore	20 short tons
Bauxite, <b>refractory</b> grade	Ore	2,000 pounds
<b>Beryl</b>	Ore	2,000 pounds
Beryllium copper, master alloy	Ingots	500 pounds
Beryllium metal	Billets	Any quantity
Bismuth	Bars	Any quantity
Cadmium	Balls or sticks	Any quantity
<b>Chromite</b> , chemical grade	Ore	2,000 pounds
<b>Chromite</b> , metallurgical grade	Lumps	2,000 pounds
<b>Chromite</b> , refractory grade	Ore	2,000 pounds
Chromium, <b>ferro</b> , silicon	Lumps	2,000 pounds
Chromium metal	Lumps	Any quantity
Cobalt	Cathodes, <b>rondelles</b> , or briquettes	Any quantity
Columbium carbide powder	Powder	2,000 pounds
Columbium concentrates	Ore or concentrates	2,000 pounds
Copper	Electrolytic cathodes and wire bars, lake copper ingots, fire refined, oxygen free high conductivity	2,000 pounds
Cordage fiber, <b>abaca</b>	.....	2,000 pounds
Cordage fiber, sisal	.....	2,000 pounds
Diamond Ind. dies, small	Pieces	Any quantity
<b>Fluorspar</b> , acid grade	Lumps or filter cakes	20 short tons
<b>Fluorspar</b> , metallurgical grade	Ore or concentrates	20 short tons
Germanium	Ingot	1 kilo
Graphite, natural	Lumps or crystalline	2,000 pounds

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<u>Material and type or grade</u>	<u>Forms to be reported</u>	<u>Minimum quantity at one location to be reported</u>
Jewel bearings, sapphire or ruby	Unmounted	Any quantity
Lead, corroding and antimonial	Pigs	Any quantity
Manganesedioxide, battery grade, synthetic	Ore or concentrates	2,000 pounds
Mica, phlogopite	Sheet block	Any quantity
Morphine sulfate refined	Powder	100 grams
Natural insulation fibers	.....	500 pounds
Nickel and nickel oxide	Cathodes, ingots, briquettes, or shot, and oxide powder	Any quantity
*Platinum group, iridium	Ingots, bars, or plates	Any quantity
*Platinum group, palladium	Ingots, bars, or plates	Any quantity
*Platinum group, platinum	Ingots, bars, or plates	Any quantity
Pyrethrum	Extracts or solution	100 pounds
Quinine, medicinal quality	Powder	100 ounces
Quinine	Powder	100 ounces
Rubber	Ribbed smoked sheets	20 short tons
<b>Rutile</b>	Ore or concentrates	2,000 pounds
Tantalum minerals	Ore	2,000 pounds
Titanium sponge	Sponge	Any quantity
Vanadium, ferro	Lumps or fines	Any quantity
Vanadium pentoxide	Broken flakes	2,000 pounds
Zinc	Slabs	Any quantity

\*NOTE: Pursuant to paragraph B66, this chapter, platinum family items are processed in accordance with Chapter 11.

**VEHICLE MOUNTED EQUIPMENT**

Reference: Chapter 4, paragraph B74

<u>NSN</u>	<u>NOUN NAME</u>	<u>NSN</u>	<u>NOUN NAME</u>
Us. ARMY		5820-00-223-7567	Radio Set AN/VRC54
		5820-00-223-7568	" " AN/VRQ 1
5815-00-224-8129	Radio Set ANNSC2	5820-00-223-7615	" " AN/VRQ2
5820-00-193-8402	" " AN/VRC 10	5820-00-223-7638	" " AN/VRQ3
5820-00-193-8406	" " ANNRC13	5820-00-402-2244	" " AN/GRR5
5820-00-193-8409	II II ANNRC15	5820-00-402-2263	" " AN/GRC 10
5820-00-193-8412	" " ANNRC17	5820-00-402-2264	" " AN/VRC24
5820-00-193-8413	" " AN/VRC 16	5820-00-402-2265	" " AN/VRC55
5820-00-193-8420	" " AN/VRC 18	5820-00-503-1254	" " R110
5820-00-223-7409	" " AN/GRC19	5820-00-503-1258	" " R 108
5820-00-223-7411	" II AN/GRC 125	5820-00-503-1413	" " R 109
5820-00-223-7412	II " ANNRC12	5820-00-665-1217	" " AN/PRC8
5820-00-223-7413	II II ANNRC24A	5820-00-669-7018	" " AN/PRC9
5820-00-223-7414	II " ANNRC34	5820-00-705-9067	" " AN/PRC 10
5820-00-223-7415	" " AN/VRC43	5820-00-832-5617	" " AN/GRC 16
5820-00-223-7417	" " AN/VRC44	5820-00-861-3539	" " AN/PRC47
5820-00-223-7433	" " ANNRC 46		
5820-00-223-7434	II " AN/VRC47	U.S. NAVY	
5820-00-223-7435	" " ANNRC 48	Not applicable	
5820-00-223-7437	" " AN/VRC49		
5820-00-223-7467	" " ANNRC53	U.S. AIR FORCE	
5820-00-223-7473	" " AN/GRC 160		
5820-00-223-7475	" " AN/VRC64	5895-00-135-8297	Radio Set AN/MRC 108
5820-00-223-7477	" " AN/GRC3	5895-00-481-7596	" " AN/MRC 107
5820-00-223-7519	" II AN/GRC4	5895-00-761-1976	" " AN/MRC 108
5820-00-223-7520	II " AN/GRC5	5895-00-871-9473	" " MWMRC108
5820-00-223-7544	" " AN/GRC6		
5820-00-223-7545	" " AN/GRC7		
5820-00-223-7546	" " AN/GRC8	U.S. MARINE CORPS	
5820-00-223-7547	" II AN/GRC87		
5820-00-223-7548	" " AN/GRC 106A	5820-00-138-7818	Radio Set AN/MRC87
5820-00-223-7549	" " ANNRC6	5820-00-140-0697	" " AN/MRC83

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5820-00-223-7550	"	ll	AN/VRC7	5820-00-144-7359	"	"	AN/MRC12
5820-00-223-7551	"	"	AN/VRC8	5820-00-144-7368	"	"	AN/MRC 12
5820-00-223-7559	"	"	AN/VRC9	5820-00-557-5646	"	"	AN/MRC63
5820-00-223-7560	"	lt	AN/VRC14	5820-00-629-8244	"	"	AN/MRC83
5820-00-223-7561	"	"	ANM2C19	5820-00-912-4544	"	"	AN/MRC11
5820-00-223-7565	"	"	AN/VRC35	5820-00-912-4545	"	"	AN/MRC 10
5820-00-223-7566	"	"	AN/VRC38	5835-00-976-6648			Directional Finder Set
				5895-00-117-3614			Radio Set
				5895-00-224-2007	"	"	" "
				5895-00-117-3613	"	"	" "
				6230-00-782-0404			Kit, Searchlight Vehicle
				6665-00-879-4087			Detector Set, Mine