

Logistics TRANSFER AND TURN-IN OF EQUIPMENT

Summary. This regulation prescribes policies and procedures governing the management of the transfer and turn-in of equipment that is made excess by the fielding of new/product improved systems, or as a result of unit reorganization, inactivation, Modified Table of Organization and Equipment (MTOE), Table of Distribution and Allowances (TDA) and Joint Table of Allowances (JTA) Changes.

Applicability. This regulation applies to all Forces Command (FORSCOM) active and reserve units/activities unless otherwise indicated. This regulation does not apply to nuclear munitions or ammunition.

Supplementation. Supplementation of this regulation is prohibited without prior approval from Commander, FORSCOM, Deputy Chief of Staff for Logistics, ATTN: AFLG-LSM, 1777 Hardee Avenue, SW., Fort McPherson, GA 30330-1062. Two copies of any supplement to this regulation will be forwarded to the addressee above for review and approval before publication.

Suggested improvements. The Proponent of this regulation is Deputy Chief of Staff for Logistics, FORSCOM. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to Commander, FORSCOM, Deputy Chief of Staff for Logistics, ATTN: AFLG-LSM, 1777 Hardee Avenue, SW., Fort McPherson, GA 30330-1062.

Restrictions. Approved for public release; distribution limited.

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DISTRIBUTION of this regulation is intended for command levels B, C, D and E for Active Army and United States Army Reserve (USAR).

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1. Purpose

The purpose of this regulation is to prescribe policies and procedures governing the management of the transfer or turn-in of equipment that is made excess by the fielding of new/improved product systems, or as a result of unit reorganization, inactivation, Modification Table of Organization and Equipment (MTOE), Table of Distribution and Allowances (TDA) and Joint Table of Allowances (JTA) changes.

2. References

Required and related publications are listed in the **Appendix .**

3. Explanation of Terms

a. Basic Issue Items (BII). Essential items that are required for operation and performance of emergency type repairs on unit equipment. Basic of Issue Items must accompany the equipment during operation and whenever it is transferred between accountable officers (BII are listed in appropriate -10 Technical Manuals).

b. Component/Module. A combination of parts assembled together at manufacture, which may be tested, replaced as a unit, or repaired i.e. starter, generator, fuel pump, printed circuit board (PCB) and line replaceable unit (LRU). A LRU is a unit

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installed in an item of equipment which is replaceable in the operational environmental.

c. Additional Authorized List (AAL) and Special Purpose Kits (SPK). These are discretionary items not issued with end items. Commanders determine their need and purchase separately. These items should be transferred when no longer needed in the losing unit. Examples are cargo body canvas and bows for 2-1/2 and 5 ton cargo trucks.

d. Information System Equipment. Equipment that is a configuration of one or more information system components used for the creation of recording, production, storing, retrieval, processing, transmission, dissemination, presentation or display of data or information. Information system equipment is used to perform functions associated with automation, telecommunications, visual information, printing, publishing, and records management in support of the Army's mission.

e. Component of assemblages. Items identified in a supply catalog component listing (SC/CL) as a part of a set, kit and outfit (SKO), or other assemblage.

4. Responsibilities

All FORSCOM units/activities will follow the procedures in this regulation to ensure transferred materiel systems remain fully supportable. Commanders should assign this responsibility to a central activity. The central activity for Active Component installations is the Corps G4 and for those installations without a Corps headquarters, the Director of Logistics (DOL) or Director of Information Management (DOIM). The Central Activity for the U.S. Army Reserve Command (USARC) is the Deputy Chief of Staff for Logistics (DCSLOG) and its major subordinate commands (MSC) (within the DCSLOG/G4, as appropriate). Responsibilities include the coordination, direction and oversight of equipment transfer actions, and providing installations with local procedures, planning and control/coordination. Central activities will serve as arbitrators, for providing technical oversight and resolving issues between gaining and losing units/activities on same Continental U.S. Army (CONUSA)/USARC MSC/installation or within AR 5-9 support area. For transfers between FORSCOM installations (outside AR 5-9 support area) and CONUSAs, the losing central activity would be the arbitrator. Otherwise, FORSCOM is final authority. U.S. Army Materiel Command (AMC), functions as arbitrator in transfers of unit sets between major Army commands (MACOM). This includes technical oversight as well as arbitration/interpretation of preventive maintenance checks and services (PMCS)

criteria. The U.S. Army Materiel Command (AMC) arbitration decisions are final. Directorates of Information Management (per agreement with the supported organization), may approve lateral transfers of sustaining base information system equipment on their host installations or configured organizations. The Systems and Network Division, Deputy Chief of Staff for Command, Control, Communications and Computers (AFCI-S&N), is the FORSCOM manager of excess information system equipment and will redistribute equipment as needed.

5. Policies

a. The U.S. Army Forces Command policy on transfer and turn-in of equipment is based on a "total system" concept. The U.S. Army Forces Command policy may be modified as the situation requires. Unless specified, all equipment will be shipped complete with BII, and component of end items (COEI).

b. Technical Manual (TM) 10- and 20- series, Preventive Maintenance Checks and Services (PMCS), is the maintenance standard for transfer. Commanders may establish the standard for transfers within their command. An end item meets TM 10- and 20- series PMCS standard when the following criteria are met:

(1) The item is in fully mission capable (FMC) condition, as defined in the appropriate equipment TM 10- and 20-series PMCS Tables.

(2) All faults are identified using the "items to be checked" column of the applicable TM 10- and 20-series PMCS table.

(3) Repair parts needed to correct unit level faults are on hand or on valid requisitions, or funds adequate to bring the item to TM 10- and 20-series standards have been transferred from the losing to the gaining organization, if appropriate.

(4) Corrective actions authorized to be accomplished at a level higher than unit level maintenance (AVUM for aviation) are on a valid direct support (DS)/aviation intermediate maintenance (AVIM) work request.

(5) TM 20-series PMCS services have been performed as scheduled, or within the 10 percent variance.

(6) Urgent modification work orders (MWO) have been applied. Limited urgent MWO have been applied within the time frame specified in the MWO. Application of normal MWO will not affect compliance with TM 10- and 20-series PMCS standard.

(7) All authorized BII and Component of End Items (COEI) are present and serviceable or on valid funded requisition.

(8) Army Oil Analysis Program (AOAP) evaluations are current.

c. System peculiar unit/AVIM repair parts, special tools, publications, and training devices will accompany the end item if system is being deleted from the MTOE/TDA.

d. Cosmetic repairs will not be made. Emphasis must be placed on repairing rather than replacing. An example is bent/cracked vehicle fenders that should be straightened or welded to meet PMCS standards in lieu of (ILO) replacement with a new item. Common sense decisions must be made to ensure the best return on austere dollars.

e. Unless directed otherwise, excess equipment will be reported to the wholesale system in "as is/complete" condition, with the correct supply condition code. Local policy should contain specific instructions/procedures to:

(1) Require losing units to prepare a BII/COEI shortage list.

(2) Perform all supply and maintenance actions required to upgrade the equipment, if disposition instructions require additional funds or labor. The intent is to save funds and manpower by not doing TM 10- and 20-series upgrade of equipment and then receiving disposition for Defense Reutilization and Marketing Office (DRMO), Foreign Military Sales (FMS), etc.

(3) Provide for early identification of displaced equipment to ensure protection of required assets to preclude scavenging, trading, cannibalizing or other degradation prior to transfer.

(4) Assist in receiving timely disposition instruction from the wholesale system.

(5) Require losing units to ensure equipment meets maintenance standards prior to transfer and/or turn-in, or provide adequate funds to accomplish this, if gaining unit concurs before actual transfer.

(6) Provide for timely coordination of turn-in and issue/transfer actions with losing and gaining units/activities and resolution of discrepancies/disagreements.

(7) Ensure accuracy of accountable and asset reporting documentation.

f. Area Maintenance Support Activity (AMSA) and Equipment Concentration Site (ECS) maintenance technicians are authorized to perform technical inspections to determine condition codes for reporting equipment. Condition codes P and H must be verified by a technically qualified second technician.

g. Information system equipment will be reported via the electronic reporting system to the Defense Automation Resources Information Center.

h. Set, kits, and outfits (SKO) will be transferred as complete as possible. When not possible because of time constraints, missing components, if any, will be listed on a component shortage list and a valid funded requisition will be submitted. In this instance document modifier will also be submitted to change the ship to address to the gaining property book. Close coordination will be accomplished between property books.

6. Procedures

a. Excess Equipment Turn-in Procedures.

(1) The FORSCOM Material Management Center (FMMC) periodically announces items in critical short supply. When determined to be excess, these items will be reported, through the chain of command, e.g. through division and Corps, to the FMMC for disposition instructions. Echelons above Corps units will report directly to the FMMC. Do not report these items to the National Inventory Control Point (NICP) unless directed to take that action by FMMC personnel.

(2) Non-critical excess items should be maintained at TM 10- and 20-series PMCS standard, unless otherwise advised. Units are normally aware six months in advance of proposed MTOE changes or other actions that will create excess equipment. This provides lead time to identify redistribution requirements within the active component/USARC MSC or local support area (AR 5-9). Direct coordination should be made with the installation item manager of the supporting DS Supply Support Activity (SSA) or the DOL to determine if a local requirement exists. If a local requirement exists, item must meet TM 10- and 20-series maintenance standards prior to processing a lateral transfer, or funds to bring the asset to TM 10- and 20-series PMCS standard will be transferred to the organization bringing the item to TM 10- and 20-series PMCS standard in conjunction with the lateral transfer/gaining unit. For accountability purposes:

(a) Active Component. The general support (GS) level accountable officer at the Installation Supply Support Division (ISSD) or Corps Support Command (COSCOM) will require the DS SSA Property Book Officer (PBO) to retain accountability and affect turn-in when directed by the General Support (GS) accountable officer. The DS SSA PBO will provide the GS accountable officer with a technical inspection of the excess item to enable requesting National Inventory Control Point (NICP) disposition instructions off-line.

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(b) The U.S. Army Reserve. Paragraph 6a(2)(a) above, also applies to the relationship between USAR organizations and the GS level accountable officer at the ISSD or COSCOM.

(c) Active Component/USAR.

(1) While awaiting disposition instruction, the owning unit remains the responsible agent to ensure equipment meets transfer standard specified in the disposition instructions. The intent is that maintenance will be performed at the lowest authorized level, and equipment redistributed in a timely manner.

(2) When disposition instructions indicate transfer to other than the DRMO, excess items will be brought to TM 10- and 20-series PMCS standard, unless otherwise advised. The cost of doing so will be borne by the primary hand receipt holder. Equipment will not be brought to TM 10- and 20-series PMCS maintenance standard when the NICP directs disposal by turn-in to the DRMO, hold (TR status), or directs movement to "Hard-Target" program.

(3) When maintenance is to be performed by Active component maintenance activities, the losing USAR unit will reimburse for any costs incurred. This should be a joint decision between owning unit and support installation DOL. The DOL will be reimbursed for all such cost by the USARC MSC which owned the equipment. The unit and DOL representative will conduct a joint inspection at time of hand-off to determine TM 10- and 20-series faults and finalize the total bill. This will allow the unit (regardless of time delay) to only be responsible for the TM 10- and 20-series bill agreed upon during the hand-off inspection.

b. Maintenance Standards.

(1) Losing commands. Active component and USAR, will ensure equipment to be transferred meets maintenance standards in applicable TM 10- and 20-series PMCS tables or TM 55-1500-328-23 for aircraft. Technical Manual 20-series PMCS services will be performed if 90 percent or more of the service interval has expired as of the directed date of transfer or turn in (e.g., if services is scheduled for every 3,000 miles/hours/ rounds etc., then a TM 20-series PMCS would have to be accomplished if transferred at 2,700 to 3,000 miles/hours/rounds, since previous service). Time criteria for servicing intervals will be suspended during shipment and will resume upon acceptance of the gaining unit/command. During PMCS inspection, equipment enrolled in the AOAP will have a sample tested unless accomplished within previous 30-day period. Department Army Form 2404 (Equipment Inspection and Maintenance Worksheet) prepared by losing activity will record

results of PMCS inspections (TM 10- and 20-series) and will accompany equipment on transfer. Other records required by DA Pamphlet 738-750 and DA Pamphlet 738-751, e.g., DA Form 2408-13-3 (Aircraft Technical Inspection Worksheet), will also be furnished, including all operational and historical records.

(2) Requisitions for repair parts with estimated delivery dates beyond the transfer/turn-in dates and outstanding Direct Support (DS)/AVIM maintenance requests that cannot be completed prior to transfer will require gaining and losing units to negotiate acceptable solutions such as accepting "as is", delaying transfer dates, or canceling requisitions or work requests and providing funds for due-in parts (priced from current Army Master Data File (AMDF) prices). Fund transfers will be accomplished by use of a military interdepartmental purchase requests (MIPR) through standard comptroller channels.

(3) Joint on-site acceptance inspections are encouraged when allowed by time/distance factors. The gaining unit may perform an acceptance inspection IAW TM 10- and 20-series and TM 55-1500-328-23 only. Discrepancies between acceptance inspection and DA Form 2404 or DA Form 2408-13-3 completed by the losing unit will be negotiated between involved units. If units are within the same USARC MSC installation or AR 5-9 support area, a Supply Discrepancy Report (SDR, SF 364, Report of Discrepancy) will be prepared by the gaining unit itemizing discrepancies and forwarded to the USARC MSC/DOL, who will serve as arbitrator.

(4) For transfers between FORSCOM installations (outside AR 5-9 support area) or USARC, the SDR will be sent to the losing USARC MSC/DOL who will act as arbitrator. If issues cannot be resolved, the SDR will be sent to the Deputy Chief of Staff for Logistics, ATTN AFLG-LSM, Commander, FORSCOM, 1777 Hardee Avenue, SW., Fort McPherson, GA 30330-1062, for resolution. These will be accompanied by complete discrepancy description, supporting facts, and information and recommendations.

(5) End items reported to wholesale level for disposition instruction will be in accordance with detailed reporting procedures in AR 725-50, chapter 7, and appropriate Standard Army Intermediate Level Supply System/Standard Army Retail Supply System (SAILS/SARSS) Technical Manuals.

c. Shipping Procedures for Redistribution within FORSCOM.

(1) Equipment requiring shipment will be turned in to ISSD in TM 10- and 20-series condition, complete with BII and COEI, unless otherwise

advised. Losing units/activities are responsible for ensuring condition and completeness of items.

(2) Installation Supply Support Division will ship equipment to receiving installation supply activity in accordance with disposition instructions provided by the appropriate wholesale item manager or FORSCOM.

(3) Shipping procedures of USARC MSC will be at the discretion of commanders involved. Every effort must be made to avoid unnecessary movement of equipment, e.g. shipping of asset to one location for transshipment to another location.

d. Equipment transferred between MACOM such as FORSCOM and United States Army Europe (USAEUR), or between FORSCOM units and Army National Guard/Reserve units, meeting requirements for a materiel transfer plan as outlined in AR 750-1, will be managed as follows:

(1) Equipment being transferred to another MACOM at the direction of DA will be transferred IAW a FORSCOM and gaining MACOM MOA. This policy also applies for intra FORSCOM equipment transfers where a MOA is required. The gaining MACOM inspection team chief will coordinate through the ACOFS, G4 Corps, NTC, JRTC or other major subordinate unit designated points of contact prior to starting and upon completion of guidance from FORSCOM, no equipment will be transferred until losing and gaining unit jointly concur (in writing) on the actual transfer condition and cost to the losing unit at the time of shipment from the losing installation. Aircraft transfers between CONUS MACOMs are accepted and signed for at losing installations. Losing command is responsible for coordination and conduct of transfer. Losing unit will conduct initial inspections D-120 (D = date of transfer) to allow time for the supply system to provide needed repair parts.

(2) Joint inspection between gaining and losing units will be completed by D-60. The gaining MACOM/installation or unit must provide a unit maintenance level inspection team to verify equipment condition and establish a DA Form 2404 or DA Form 2408-13-3 record copy. Technical Manual 10- and 20-series PMCS definition described at paragraph 5b applies. The only addition to TM 10- and 20-series PMCS criteria is that gun tubes will have a minimum of 75 rounds of equivalent full charge remaining for CONUS units and 200 rounds for OCONUS/APS requirements. The criteria established for acceptable speed during transfer of M1 series Abrams tanks or during semiannual service is 35mph. At temperatures above 90 degree Fahrenheit (F) or at elevations above 2000 feet the acceptable speed is 31mph. Technical Manual 10-

series PMCS applies to all equipment being transferred while TM 20-series PMCS applies to only that equipment falling within the 90-percent interval window for services. Services are suspended on the date the equipment is placed in transportation channels and restarts when accepted by the unit. Gaining installations will fund for travel to accomplish the Joint and Acceptance inspections. The losing units should stand down equipment at D-60 to prevent deterioration after the joint inspection.

(3) Criteria for completing outstanding DS/GS/AVIM maintenance discussed at paragraph 6b(2) applies. Delayed transfer dates affecting MACOM to MACOM transfer must be approved by DA DCSOPS. Funds for parts not available at transfer due to supply shortfalls will be provided to the gaining unit by the losing unit. Labor costs are not reimbursable in transfers between MACOM, unless specifically negotiated in writing by gaining and losing units. Fund transfers will be accomplished by use of a MIPR through standard comptroller channels. For total package fielding items to gaining installations, AMC inspects equipment upon arrival at gaining unit and repairs safety and deadlining faults, and repairs all in-transit damage.

(4) Equipment requiring shipment will be turned in to ISSD in TM 10- and 20-series condition, complete with BII and COEI, unless otherwise advised. Losing units/activities are responsible for ensuring condition and completeness of items, as well as security of equipment from the time of final acceptance to the time of actual shipment to the gaining unit.

e. Transfer of Organizational Tools, Test Equipment, and Common Table of Allowances (CTA) Items. All special tools, unique test, measurement and diagnostic equipment (TMDE), and CTA items that are authorized with or in support of the item being transferred, will be overpacked and transferred with the equipment unless required by the losing unit in support of remaining equipment.

f. Transfer of Repair Parts.

(1) Prescribed load list (PLL) repair parts peculiar to the equipment to be transferred that are not consumed to bring the equipment to required standards will be overpacked and shipped with the equipment, unless required by the losing unit in support of remaining equipment.

(2) The authorized stockage list (ASL) peculiar to the equipment to be transferred will be retained for remaining installation support requirements. In cases where there are no support requirements, ASL peculiar parts will be transferred to the unit or activity providing repair parts support to the gaining unit.

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g. Transfer of DS/GS/AVUM/AVIM Related Tools and Test Equipment. No DS/GS/AVUM/AVIM support equipment will be transferred with the equipment. This equipment will be cross-leveled as required to other DS/GS/AVUM/AVIM TOE/TDA units on the same installation as required. Excess aviation related tools and test equipment will be reported to HQ FORSCOM, ATTN: AFLG-FMMC, for disposition instruction. Excess non-aviation tools and test equipment will be reported to the NICP for disposition instruction in accordance with AR 710-2 and AR 725-50.

h. Publications.

(1) All available publications peculiar to the equipment, if available and no longer required, will be transferred with the equipment. As a minimum, TM 10-series will always be transferred.

(2) Gaining units must update their publication accounts and requisition any remaining publication requirements not satisfied by transfer.

(3) Losing commands must update their publication accounts and delete those publications no longer required.

i. Second Destination Transportation (SDT).

(1) Equipment transferred as a result of the fielding of modernization (Army Modernization Information Memorandum (AMIM) systems is resourced through the Modernization Resource Information Submission (MRIS) process. Losing installations pay the cost of second destination transportation with resources programmed in the MRIS. For FORSCOM equipment displaced to OCONUS locations. FORSCOM installations pay SDT to the port.

(2) Losing installations pay the cost of second destination transportation for excess equipment that is transferred as a result of:

a. Fielding of non-AMIM systems.

b. Unit reorganization, inactivation, and MTOE/TDA changes.

j. Training. Displaced equipment training (DET) for AC/USAR units will be in accordance with AR 350-35, chapter 3. Gaining AC units will identify their training seat requirements through chain of command to U.S. Army Training and Doctrine Command (TRADOC). Gaining USAR units will identify their requirements through chain of command through USARC to FORSCOM DCSOPS Training Division (AFOP-TI).

k. Resources.

(1) Fiscal budgetary constraints have caused many installations to defer day-to-day maintenance levels. However, losing units must turn in systems/equipment made excess due to force modernization and force structure changes in

accordance with FORSCOM procedures and TM 10- and 20-series transfer standards as outlined in this regulation.

(2) Many of the systems/equipment that are displaced by fielding of force modernization (AMIM) systems are partially resourced through MRIS process for return to TM 10- and 20-series transfer standards and for shipment from losing installation.

(3) Gaining and losing USARC MSC installations/units, as appropriate, will submit issues for unprogrammed/unresourced costs for inclusion in the field input to the FORSCOM Program Objective Memorandum (POM). Unresourced requirements identified too late for normal POM program cycle should be identified in the annual Command Operating Budget (COB) submission or the Status of Operating Resources Report for equipment that is freed as a result of the following:

(a) Unresourced AMIM systems.

(b) Non-AMIM systems.

(c) Equipment made excess as a result of unit inactivation/reorganization and MTOE/TDA/ JTA changes.

l. Facilities.

(1) Gaining commands will provide Military Construction Army (MCA)/Military Construction Army Reserve (MCAR) requirements for increased facilities based on projected equipment acquisitions to FORSCOM Engineer sixty months before anticipated equipment receipt. Critical projects can be built in less than five years with support of the Installation Planning Board and FORSCOM. These projects should be identified early and inserted into the program.

(2) The USARC must annually identify storage requirements that exceed their ECS maintenance and/or storage capabilities for inclusion in FORSCOM COB and POM submission.

APPENDIX

References

SECTION I

Required Publications

AR 5-9 (Intraservice Support Installation Area Coordination).

AR 350-35 (Army Modernization Training).

AR 710-2 (Supply Policy Below the Wholesale Level).

AR 725-50 (Requisitioning, Receipt and Issue System).

DA PAM 5-25 (Army Modernization Information) (AMIM).

DA PAM 700-142 (Instructions for Materiel Release, Fielding and Transfer).

DA PAM 738-751 (Functional Users Manual for the Army Maintenance Management System - Aviation) (TAMMS-A).

SECTION II

Related Publications

AR 37-1 (Army Accounting and Funds Control)

AR 37-7 (Funding for First and Second Destination Transportation) (OMA)

AR 37-27 (Accounting Policy and Procedures for Intra-Government, Intra-Defense, and Intra-Army Transactions)

AR 700-127 (Integrated Logistic Support)

AR 700-142 (Materiel Release, Fielding, and Transfer)

AR 735-5 (Policies and Procedures for Property Accountability)

AR 750-1 (Army Materiel Maintenance Policy and Retail Maintenance Operations)

FORSCOM Reg 71-1 (Force Modernization).

TM XX-XXXX-XXX-10 Series (Operator's Manuals)

TM XX-XXXX-XXX-20 (Organizational Manuals)

TM 1-1500-328-23 (Aeronautical Equipment Maintenance Management Policies and Procedures)

TM 38-LO3-Series-11 through -20 (Functional Users Manual for Standard Army Intermediate Level Supply System (SAILS))

ADSM 18-LIY-AJT-ZZZ-EM (Standard Army Retail Supply System (SARSS1) End Users Manual)

ADSM 18-L14-AJQ-ZZZ-EM (Standard Army Retail Supply System (SARSS2A) End Users Manual)

ADSM 18-LIQ-AJP-ZZZ-EM (Standard Army Retail Supply System (SARSS2AC/B) End Users Manual)