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COMDTINST M4500.5A
JUL 21, 1998

COMMANDANT INSTRUCTION M4500.5A

Subj: PROPERTY MANAGEMENT MANUAL (PMM)

1. PURPOSE. This Manual prescribes policies and procedures applicable to the management of personal property functions.

2. ACTION. Area and district commanders, commanders maintenance and logistics commands, commanding officers of headquarters units, assistant commandants for directorates, Chief Counsel, and special staff officers at Headquarters shall ensure compliance with the provisions of this Manual.

3. DIRECTIVES AFFECTED. COMDTINST M4500.5 is hereby canceled.

4. DISCUSSION. Major changes to this Manual are summarized below:

   a. Implementation of the Accountable Item Management (AIM) System to replace the Personal Property Accountability (PPA) System.

   b. Introduction of the Integrated Support Commands (ISCs) into the management of personal property functions.

   c. Designation of property custodian, in writing, and providing personal property management training.

   d. Dollar value of personal property requiring capitalization changed from $5,000 to $25,000.

   e. A requirement has been established to record the acquisition document number, e.g., purchase order, transfer, etc., in AIM for all items. Units must send copies of all procurement and disposal documents to the CG Finance Center (fc).

f. Inventories of personal property changed from every three years to annually or upon relief of a custodian, property officer, or commanding officer.

g. Dollar value of non-expendable General Purpose (GP) property that must be reported in the Accountable Item Management (AIM) System is changed from $1,000 to $2,500.

h. Marine Environmental Response (MER) Equipment with an acquisition cost of $500 or more is a mandatory item of accountable property within the AIM System.

i. Coast Guard Auxiliary units are authorized to acquire surplus personal property prior to state and local government agencies. The Auxiliary now falls directly after federal government agencies in the order of priority for the utilization of Coast Guard excess property.

j. Requirement for the Engineering Logistics Center (ELC) Baltimore to screen excess property with an extended value of $2,500 or more in disposal condition codes 1 through 8. ISCs, MLCs, and Headquarters units will submit reportable property for screening to ELC Baltimore (Code 021).

k. Reports of Survey (CG-5269) are not required for damaged property caused by "normal wear and tear" or property that has reached its "end-of-service life." This excludes boats, weapons, and radiac equipment. This requirement was eliminated when informal surveys were discontinued.

l. Introduction of the General Services Administration's Reutilization screening of excess and surplus personal property is available using the General Services Administration's Federal Disposal System (FEDS)/Screen by Computer and Request by Electronic Notification (SCREEN). FEDS/SCREEN replaces GSA's Federal Supply System (FSS-23) Excess and Surplus Property Disposal Program.

m. Requirement for units to establish a recycling program to minimize routine waste disposal costs by reducing waste, reusing resources, and procuring products made of recycled material.

5. FORMS AND REPORTS. Forms contained in this Manual are available on

Forms Plus Laser or Jet Forms Filler or can be ordered in accordance with procedures stated in the Catalog of Forms, COMDTINST M5213.6 (series). See chapter 9 for reports required by this Manual.

/s/ W. H. CAMPBELL
Director of Finance and Procurement

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(RB) = Reverse Blank

COMMENT FORM
Coast Guard Property Management Manual (CGPMM)

The Coast Guard Property Manager needs your input and feedback on this Manual. If there are any areas that are not clear, complete or accurate, additional procedures that should be included, or any other recommendations you may have for improvement, Commandant (G-CFM) would like to know about them.

Just write your suggestions in the space below, and mail to:

Commandant (G-CFM)
U.S. Coast Guard
Attn: Property Manager
2100 2nd Street, SW, Room 2607
Washington, DC 20590-0001

Thank you for your assistance.

_____
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For details, you can contact me at the following address and phone number:

Name/Rate/Rank:_____
_____

Unit:_____
_____

Phone
No:_____
_____

Date:_____

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CHAPTER 1. INTRODUCTION TO PERSONAL PROPERTY MANAGEMENT

A. Policy.

1. No employee or member of the Coast Guard may use or authorize the use of government property for other than official purposes.

2. Each Coast Guard unit must maintain an effective property accountability and control system in accordance with the requirements of this manual.

B. Definitions.

1. Property Management. Effective control of the procurement, use, safekeeping and disposal of property. This includes:

   a. Proper use to prevent abnormal deterioration and damage.

   b. Regular inspection and maintenance.

   c. Retaining only property required for the unit's operation.

   d. Procuring the most economical property to fulfill requirements.

   e. Establishing accountability to ensure against loss or theft.

   f. Scheduling rotation or replacement programs.

   g. Proper storage.

   h. Referring excesses to other activities to promote continued use of existing property.

   i. Disposal of property.

   j. Exercising environmental stewardship in personal property management by ensuring compliance with the National Environmental Policy Act (NEPA) and other applicable

environmental laws and regulations before making final decisions on, or implementing, any personal property management actions. See COMDTINST M16475.1 (series) for more detailed information on compliance with NEPA.

k. Exercising stewardship of historic personal property eligible for inclusion on, or included on the National Register of Historic Places, and consider the effects of Coast Guard personal property management

actions on such property in consultation with the public and interested parties before making final decisions on or implementing any personal property management actions as required by NEPA and the National Historic Preservation Act (NHPA) and related laws and regulations. See COMDTINST M16475.1 (series) for more detailed information on compliance with NEPA and NHPA.

2. Personal Property. Personal property is defined as all tangible property, including vessels, aircraft, small boats, small arms, vehicles, electronic equipment, art work, models and artifacts, with the exception of real property and records of the Federal Government.

3. Non-expendable Personal Property. Property which has a normal life expectancy of more than two years, has continuing use as a self-contained unit, is not consumed in use, does not lose its identity when put to use, or does not ordinarily become a non-severable component of other property.

4. In-Use Property. An item assigned for use and which is performing or serving its intended operational function. In use property does not include items in stock or accounted for in other property records (e.g., work-in-process or property pending disposal).

5. Property Officer. The person designated in writing, by name or organizational position, as responsible for maintaining accountability and control of property within a specified area. A property officer will be appointed for each Operating Facility (OPFAC).

6. Property Custodian. The person designated in writing, by name or

organizational position, as responsible for the custodial control of property within a specified custodial area.

C. Objectives. Property accountability is required by law and regulation. The objective of personal property management is to provide a means to protect the interests of the public by safeguarding government property and eliminating fraud, waste and abuse; to provide the basis for achieving effective and efficient management of assets and to assure the validity of related financial records and accounts. Personal property managers must maintain an effective accountability and control system that:

1. Records all personal property and its historical cost for which accountability and control is required.

2. Assigns responsibility for its control, use, care and protection.

3. Monitors each item from date of receipt to final disposal and retains the audit trail documentation.

4. Assists and supports the maintenance of financial records and accounts.

D. Management Controls and Tools.

1. Property managers rely on the following tools and controls to effectively control and account for the material they are responsible for:

a. Allowance Lists. To provide the basic types and maximum quantities of property required for the effective performance of a unit's mission.

b. Technical Guidance. To provide technical guidance for retention, rotation, replacement, restricted usage, and requirements for periodic inspection and maintenance.

c. Budgetary Control. To effectively meet the needs of outfitting and maintenance programs supporting operational missions by approving, disapproving or modifying budget requests.

d. Excess Reports. To facilitate use of existing materiel when possible instead of procuring new materiel.

e. Accountability Controls. Detailed accountability requirements ensure safekeeping and proper use of property. The degree of accountability required largely depends on the value of the property, its susceptibility to loss through theft and similar considerations.

f. Accountable Item Management (AIM) System. AIM is the only formal record of General Purpose (GP), Electronic Inventory Record (EIR), boats, vessels, and aircraft authorized for Coast Guard use.

2. Units must provide or request the necessary supplies or services to maintain the property or equipment needed to accomplish the Coast Guard mission. The unit must ensure proper storage, handling and safekeeping of property. The lack of specific instructions from higher authority is never cause to neglect proper management practices. The unit must also ensure, within its means, the training of personnel in the proper use of property.

3. Regardless of the property management exercised by the various command levels, good property management practices are the responsibility of the custodians. Custodians can meet these requirements by following published instructions and guides, applying good judgment and common sense, and by being cost-conscious.

E. Responsibilities.

1. Commandant (G-CFM). Commandant (G-CFM) is responsible for:

a. The overall management of Coast Guard personal property and for acting as the Program Manager. Commandant (G-CFM) has functional responsibility for the Accountable Item Management (AIM) System, including development and implementation of policies, procedures, and systems necessary to provide effective property management support for the Coast Guard.

b. Ensuring that newly established OPFACs are entered into the Accountable Item Management (AIM) system OPFAC table. OPFACs

are established, disestablished, and changed per HQINST 5440.2 (series) (Operating Facility Change Order (OFCO) Procedures.

2. MLCs, Districts, and Headquarters Units. Maintenance and logistics commands (MLCs), Districts, and Headquarters units are accountable for ensuring that their units adhere to proper procedures for the management and accountability of personal property.

3. Unit Commanding Officers. The unit commanding officer is accountable for the custody, care, preservation and proper use of all property assigned to and acquired by the unit. The unit commanding officer must:

   a. Require proper care and economical use of all property.

   b. Require systematic maintenance of all property records.

   c. Designate, in writing, a property officer in accordance with Coast Guard Regulations (COMDTINST M5000.3, series). Every unit that has been assigned an Operating Facility (OPFAC) number must appoint a property officer. This includes district offices.

   d. Ensure that periodic evaluations of system performance and effectiveness are conducted.

   e. Ensure that the AIM system is updated within 30 days after changes to local property records are made.

4. Property Officers. Property officers are responsible for ensuring:

   a. The effective administration and maintenance of the property accountability and control system within the unit, using the AIM system where available.

   b. The designation of custodial areas.

   c. The designation of a property custodian, in writing , for each custodial area. See enclosure (1) for sample custodian designation/relief letters.

d. The training of property custodians in the processes and procedures for personal property management.

e. That property custodians have current records of the property for which they are responsible.

f. That physical inventories are taken.

g. That survey reports for lost, damaged or destroyed property are promptly prepared and processed.

h. That periodic evaluations of system performance and effectiveness are conducted.

i. That local procedures are established to identify items that meet reporting requirements.

j. Units must record the acquisition document number (procurement or transfer), in AIM. Units must also send copies of documents for property received from excess property sources to the Coast Guard Finance Center (fc). Examples of these documents: DD-1149's, DD-1348's, DD-1348-1A's, SF-122's, etc.

5. Custodians. Property custodians are responsible for:

a. Maintaining current custodial records for all in-use personal property within their assigned custodial area.

b. Initiating documents affecting the accountability or custody of property.

c. Continuing surveillance to assure that property is given proper care and protection and is used only for official purposes.

d. Identifying and reporting any property, which is excess to the needs of the custodial area.

e. Ensuring the prompt submission of survey reports for lost, damaged, or destroyed property.

f. Assisting in the taking of physical inventories. The Property Custodian must have written documentation on hand to account for the absence of

property if it is not available during the inventory.
Examples: (1) DOT F 4420.4 (Personal Property Hand Receipt); (2) NAVSUP Form 155 (Property Pass); or a DD-1149 (Requisition and Invoice/Shipping Document).

6. Individuals (Users). Individual employees are responsible for:

   a. The proper use, care, and protection of government property entrusted to their custody or care.

   b. Ensuring that government property is used only in the conduct of official government business.

   c. Ensuring that government property which is missing is promptly reported to the Property Custodian and the Security Office.

   d. Supporting the Property Custodian by ensuring that the Property Custodian is advised when equipment is moved from one location to another.

7. Capitalization and Property Management Services.

   a. Integrated Support Commands (ISCs). Under the direction of the MLC, provide property management services to units in their area of responsibility (AOR), i.e., district units and MLC units.

   b. Coast Guard Finance Center. The Coast Guard Finance Center extracts periodic capitalization reports from the AIM system. These reports identify dollar values of capitalized property (unit cost of $25,000 or more) and are used to reconcile General Ledger (GL) Accounts. Units must send copies of all procurement and disposal documents, e.g., SF-122, DD-1149, DD-1348, DD-1348-1A, SF-123, SF-126, and CG-5269, to Coast Guard Finance Center (fc). The Finance Center is the repository for all procurement and disposal documents for audit purposes.

8. Establishment of OPFACs (Operating Facilities). Commanders of maintenance and logistics commands, ISCs, and commanding officers of Headquarters units must send requests to establish new OPFACs to the appropriate Program Manager in Headquarters. Transactions and reports are accepted by the AIM property system when the

Program Manager issues an OFCO establishing the new OPFAC. Refer to Operating Facilities (OPFAC) of the U.S. Coast Guard, COMDTINST M5440.2 (series) for further information on OPFACs.

CHAPTER 2. PROPERTY MANAGEMENT

A. Accountable Item Management (AIM) System.

1. Definition. The AIM system is an integrated property accountability system for Coast Guard personal property that includes:

   a. Vessels.

   b. Aircraft.

   c. General Purpose (GP) property (includes marine environmental response equipment, art work, models, artifacts, microcomputer equipment,and copyrighted/patented separately-licensed software).

   d. Boats.

   e. Small arms.

   f. Automotive vehicles and trailers.

   g. Electronic equipment.

   h. Buoys and navigational aids equipment.

   i. Yard Fund property.

   j. Contractor-held property.

2. Policy.

   a. Unit commanding officers must use the existing management systems as the basis for property accountability for all above categories of materiel. The property record and basis for capitalization for all Coast Guard property are specified in paragraph 2-A-3.

b. Unit commanding officers/officers-in-charge must control allowances for GP property items that are accountable, not accountable, and optionally reported items to prevent the risk of waste, fraud, and abuse. The exception to this is Automation Equipment (AE). Maintenance and Logistics Command (MLC)(t), will control allowances for electronic equipment and AE. Allowances are established as a management tool to

prevent over purchasing. Once the allowance is established, the unit may have fewer items on hand than is allowed, but at no time should the number of items on hand exceed the authorized allowance. If the ceiling needs to be reviewed and/or revised, the property officer must make the recommendation to the Commanding Officer/Officer-in-Charge.

c. All procurement requests must be reviewed to determine if items are authorized on shore units' and floating units' allowance lists and if an appropriate Report of Survey (CG-5269) is required. All requests must contain one of the following statements:

(1) "Property required to replace surveyed accountable general purpose property. Copy of CG-5269 or disposition documentation is attached."

(2) "Property required to fill an approved allowance list change."

(3) "Property not accountable on property records per Chapter 3 of the Property Management Manual (M4500.5 series)."

d. Ensure system integrity by accurately reporting each transaction as it occurs. To reconcile property records and financial accounts, conduct independent and accurate physical inventories of all property on-hand.

e. Convene boards of survey on missing or damaged property to determine responsibility and take disciplinary action where appropriate. This ensures that established procedures are followed. See Chapter 7 for specific procedures.

f. The AIM system is designed to achieve the highest degree of automation and consistency with cost benefit considerations.

g. Identify GP property on a standard commodity basis to provide area-wide review and, where required, service-wide analysis.

h. Property records and allowance records are not required for GP property which do not meet the criteria for accountable property. However, non-accountable property must be safeguarded to ensure its use for authorized purposes only and to prevent waste, fraud, and abuse.

3. Property Records. The property record and basis for capitalization for all Coast Guard property are established and maintained by the sub-systems noted below. Capitalization procedures are in the Accounting Manual (COMDTINST M7300.6 (series)), Part X, chapter 3, except as noted below. See enclosure (29) for an explanation of the capitalization criteria for accountable property. Units must record in AIM the acquisition document number, e.g., purchase order, transfer, etc., for all items.

a. Vessels. The Register of Cutters (COMDTINST M5441.5 (series)) provides an official listing of all Coast Guard cutters. Vessels are capitalized by the Commandant without input from field organizations in General Ledger (GL) Account 17GA and are recorded in the AIM system by Commandant (G-OCU).

b. Aircraft. The Quarterly Aircraft Inventory Report provides an official listing of all aircraft. Aircraft are capitalized by the Commandant without input from field organizations in GL Account 17GE and are recorded in the AIM system by Commandant (G-OCA).

c. GP Property. The Property and Allowance Report is the unit's property record and allowance list for GP property. Detailed procedures for capitalizing GP property are included in Chapter 3. Capitalized GP property is extracted from the field unit's AIM system records and entered into GL Account 17GP.

d. Boats. Boats are capitalized and recorded in GL Account 17GF on the basis of cost data provided in the AIM system and U.S.

Coast Guard -Boat Record (CG-2580A) by each operating unit.

e. Small Arms. The property record for small arms is the Coast Guard Small Arms/Weapons Assets Report (R-865), prepared by the U.S. Navy Department. Small arms are recorded in GL Account 17GG. Note: Inert, partial and dummy weapons will be tracked in the AIM system.

f. Automotive Vehicles and Trailers. The Vehicle Acquisition and Disposition Report (CG-4327) is the property record for Coast Guard-owned and commercially leased vehicles and trailers with DOT license tags assigned. The official property record for trailers is the unit inventory recorded on CG-4327. Vehicles and trailers with DOT license tags will be recorded in General Ledger Account 3560. Do not record trailers in the GP property record (GL Account 17GP).

g. Electronic Equipment. The Electronic Inventory Record (EIR) module of the AIM database is the property record for electronic equipment. Electronic equipment is recorded in GL Account 17GH. This excludes automation equipment (microcomputer equipment and copyrighted/patented software) which must be reported in unit GP property records.

h. Buoys and Navigational Aids Equipment. The annual Service-wide Buoy Status Report and data from the Aids to Navigation Information System (ATONIS) are the property records for buoys and navigational aids. This equipment is recorded in GL Account 17GJ on the basis of data provided by the Service-wide Buoy Status Report.

i. Yard Fund Property. The Detailed Property Report contains the property records for YARD Fund property. Capitalization procedures are in the Acquisition of Industrial and Non-Industrial Capital Equipment (Yard Procedures Instruction 7321.1 (series)). Record Yard Fund Property in GL Accounts 3300 (Vehicles) and 3400 (Machinery and Equipment), and 3500 (Computer Software).

j. Contractor-Held Property (Furnished to Others). The contract is the property record for contractor-held property. Policy and procedures can be found in DOT Transportation Acquisition

Manual (TAM). Record contractor-held property in GL Account 17HX.

B. Inventory of Property.

1. An independent person who has no direct interest in the outcome must participate in all inventories. An inventory of property is required annually or upon relief of a custodian, property officer, or commanding officer. This period may be extended 60 days if a relief of a custodian is anticipated within that time.

2. When taking the inventory, custodians must ensure that all property, including furniture in storage, listed on the property record is present by verifying serial numbers or, in the absence of a serial number, by the assigned number used to identify the item. Custodians are also required to add to their records any items in their custodial area not previously reported but that meet the accountable/reportable criteria listed in paragraph 3-D-1 of this manual and report items that are excess.

3. All physical inventories for audit/relief purposes must be conducted from property reports generated from data obtained from the AIM Central database. Local database custodial reports will not be used for these purposes.

4. The independent person assisting in the inventory must be named in the relief letter to complete the audit trail process.

C. Custodial Transfer Responsibilities.

1. Custodian. A joint inventory must be taken by the custodian being relieved and the new custodian, and assisted by an independent person as required by section 2-B of this manual. Use the official AIM's Central database custodian's property report to conduct the joint inventory. Should circumstances prevent a joint inventory, the new custodian must inventory the property within 30 days and submit the required letter report of relief to the commanding officer. The relieving custodian accepts responsibility by signing the property officer's copy of the property record, noting any discrepancies discovered.

2. Commanding Officer or Property Officer. The commanding officer

being relieved provides a statement as to the status of the unit's property records. The basis for this statement is the signed property records retained by the property officer or the property officer's letter report to the commanding officer.

D. Marking of Property.

1. All Coast Guard-owned non-expendable, accountable property must be marked. Use of the letters "USCG" is recommended but not mandatory. When numbered paper decals (CG-4854) is not suitable for marking, use etching, stenciling, painting, tagging, or any other economical means available to the unit.

2. Mark property on loan from another agency to indicate proper ownership.

E. Use of Coast Guard Personal Property for Morale and Recreational Purposes.

1. Policy. Personal property no longer required for the operational missions of the Coast Guard may be made available by units for the morale and recreational programs including the operation of amateur radio stations after the item has been federally screened. See paragraph 2-E-4 of this manual for procedures.

2. Objective. The objective of this program is to improve the morale of Coast Guard personnel.

3. Limitations. Personal property not available for morale and recreational use includes:

a. Property which can be exchanged for a replacement item.

b. Classified property.

c. Property dangerous to public health and safety.

4. Recommending Recreational Use. When property has been surveyed or reported excess is needed for morale or recreational purposes, state the need in the Survey Report and Recommendation block of the CG-5269 or in a transmittal letter forwarding the CG-5269 or Report of Excess Personal Property (SF-120) to the appropriate

MLC. Indicate the proposed use and location of the property and whether it will be used for its original purposes, converted for other use, or cannibalized. The following are examples of property suitable for morale and recreational use:

a. Books, maps, and other publications.

b. Communication equipment and components.

c. Duplicating equipment.

d. Furniture.

e. Hand tools.

f. Instruments and laboratory equipment.

g. Lighting fixtures.

h. Measuring tools.

i. Musical instruments, photographs, and radios.

j. Office machines.

k. Photographic equipment and projectors.

l. Recreational and athletic equipment.

m. Refrigerators.

n. Shop equipment.

o. Boats.

p. Training aids and devices.

5. Approval. The Report of Excess Personal Property (SF-120) must be forwarded to the General Services Administration (GSA) before the MLC, Coast Guard Integrated Support Command (ISC), or commanding officer of a Headquarters unit approves the use of personal property for morale and recreational purposes. In lieu of the

commanding officer of a Headquarters unit, the Headquarters Planning Coordinator (HQPC), Program Director/Manager may approve.

6. Accountability.

a. General. Property approved for morale and recreational use remains the property of the Coast Guard.

b. Property Record. Property used for morale and recreational purpose is recorded as GP property.

c. Disposal. Property used for morale and recreational purpose is subject to the disposal instructions in paragraph 4-D-1 of this manual.

7. Maintenance.

a. The Coast Guard may assume responsibility for the rehabilitation and maintenance of equipment used for morale and recreational purposes. The cost of such rehabilitation and maintenance should be charged to either OG-30 or non-appropriated funds. Personnel may perform rehabilitation and maintenance in off duty hours as a part of the morale and recreational program.

b. The unit must determine the supervision necessary to protect the Government's interests when Government facilities and equipment are used. Although personnel are normally allowed to use them without charge, materiel furnished must be provided on a reimbursable basis.

F. Property Pass. Issue a Property Pass (NAVSUP Form 155) or a Property Hand Receipt (DOT F 4420.4) to authorize removal of Government personal property from a Coast Guard unit.

G. Management of Office Furniture and Office Machines.

1. General. Federal Property Management Regulations (FPMR) governing the acquisition, replacement, and use of office furniture and office machines have been in effect for many years. The need for these regulations and standards are expected to continue in the future. Therefore, there is a vital need to ensure that all

managers, property personnel, custodians, and users effectively acquire, use, and manage furniture and office machines assets.

2. Policy. Select, acquire, manage, and control office furniture and office machines to ensure:

   a. Prudent expenditure of funds.

   b. Conformance to reasonable standards of utility and appearance.

   c. Avoidance of extravagance, ostentation, and luxury.

   d. Effective use of existing assets.

   e. Prompt redistribution or disposal of unneeded assets.

3. Acquisition.

   a. The acquisition of office furniture (FSC 7110) and office machines are limited to that which is essential. It will not be done to upgrade appearance, decor, or status, nor to satisfy a desire for the latest design or more expensive lines.

   b. Acquisition is defined as "To acquire in any manner, including rental, or lease." This includes items acquired via a Military Standard Requisitioning and Issue Procedures (MILSTRIP) document, Federal Supply Schedule, excess property listing, etc.

   c. Submit project proposals for furniture systems with a cost comparison analysis as provided below. The use of systems furniture must provide significantly better use of space than conventional furniture to be cost-effective. The saved space must be taken advantage of in a constructive manner to obtain the desired cost benefits, e.g., increasing productivity and reducing total space costs. In addition, the use of furniture systems must comply with the Coast Guard Work Space Management Plan criteria as required by the Real Property Management Manual (COMDTINST M11011.13 (series)), Chapter 4.

      (1) Projects $500,000 and Over. Submit projects to Commandant (G-CFM) for approval by Commandant (G-CCS).

(2) Headquarters units and chiefs of offices and special staff divisions at Headquarters. Submit projects to Commandant (G-CFM) for approval by Commandant (G-CCS).

(3) Area, MLC Units, and District Units. Submit projects under $500,000 to MLC commander (m) for approval. This authority may not be redelegated. Provide Commandant (G-CFM) with a copy of the approved cost comparison analysis.

d. Requests for acquisition of office furniture and office machines must document a clear justification of need and compliance with the policy stated above.

e. Commanding officers are responsible for:

(1) Determining whether requirements can be met through the redistribution, repair, or rehabilitation of already owned items.

(2) Acquiring excess from Other Federal Agencies provided that substantial costs will not be incurred for packing, packaging, shipping, rehabilitating and other related services prior to the acquisition of new items.

(3) Documenting the decision to purchase new furniture and office machines with the following statement: "Not available from Coast Guard-owned inventories or Government excess."

(4) Approving all requisitions for office furniture and office machines except systems furniture.

(5) Acquiring new office furniture from the following sources if requirements cannot be met from redistribution, repair, or rehabilitation of already-owned items:

(a) Federal Prison Industries, Inc.

(b) Procurement lists of products available from Committee for Purchase from the Blind and Other Severely Handicapped.

(c) GSA stock and special order programs.

(d) Mandatory Federal Supply Schedules.

(e) Optional Federal Supply Schedules.

(6) Ensuring that furniture systems are recorded on unit property records when the acquisition cost is $2,500 or more per workstation.

4. Use and Replacement Standards - Office Furniture. Assign office furniture and related furnishings to individuals in accordance with the standards listed below, except as provided by paragraphs 2-G-4.d.,e., and f. Standards, criteria, and allowances listed represent limitations. Assignments of lower levels or lesser quantities are permissible. Compatible office furnishings are subject to the same grade or rank limitations as office furniture. The levels of furniture and their authorized use are as follows:

a. Level of Assignment.

(1) Level A - Executive. The use of executive type office furniture is limited to civilian personnel in the Senior Executive Service and Flag Officers. This type of furniture includes all traditional and modern wood office furniture covered under Federal Supply Schedule FSC Group 71, Parts IE, IIA, IIC, and included in the Federal Prison Industries, Inc., UNICOR, and Allenwood II executive office furniture product lines. MLCs and commanding officers of Headquarters units may consider exceptions for staff assistants and secretaries whose duties are in direct support of personnel using Level A furniture and located in nearby spaces.

(2) Level B - Middle Management. The use of middle management type furniture is limited to civilian personnel in grades GS-13 through GS-15 and the rank of commander or above. This type of furniture includes all items of unitized wood furniture and related items covered under Federal Supply Schedule FSC Group 71, Part II, Section B, and included in the Federal Prison Industries, Inc., UNICOR, and Contemporary Centurion furniture product lines.

(3) Level C - General. The use of general office furniture is authorized for all civilian and military personnel. This type of furniture includes all items of contemporary steel and general steel office furniture listed in the GSA Supply Catalog. General office furniture is the least expensive of the Government furniture lines.

b. Acquisition or Replacement. When office furniture and furnishings are assigned on the basis of paragraph 2-G-4.a., acquisition of additional or replacement furniture must be made in accordance with the provisions of paragraph 2-G-3 and 2-G-4.g.

c. Exceptions. MLCs, districts, and commanding officers of Headquarters units may authorize exceptions to these use standards. Exceptions must be in writing, including adequate justification. They must be reviewed at least every 2 years.

d. Retention of Currently Assigned Furniture. Furniture assigned prior to the issuance of these use standards that exceed levels permitted by paragraphs 2-G-4.a or 2-G-4.c may be retained unless it is determined that such assignment is not appropriate. Authorization for retention may be given by MLCs, districts, and commanding officers of Headquarters units.

e. Organizational Furniture. Office furniture and related furnishings not assigned to specific individuals, such as file cabinets, coat racks, and portable partitions, shall be considered organizational furniture and are not covered by these use standards.

f. Replacement Standards. Do not replace furniture (office, household, quarters, and institutional) unless the estimated cost of repair, or rehabilitation exceeds at least 75 percent of the cost of a new item of the same type and class. The estimated cost of repair or rehabilitation is based on GSA term contracts and must include any transportation expense. The cost of a new item must be based on prices as shown in the current edition of the GSA Supply Catalog, applicable Federal Supply Schedules, or the lowest available market price.

5. Utilization.

a. General.

(1) Commanding officers must ensure that furniture assets are properly and effectively used.

(2) Use information made available through the AIM system to evaluate proposed acquisitions and to assess current assets in relation to actual needs. Take action as necessary to determine whether:

(a) Items assigned for use are in excess of current needs.

(b) Items are being used for other than their intended purposes.

(c) Present assignment is inconsistent with established assignment criteria or reasonable standards of prudent usage.

(d) Corrective action is necessary when any of the above conditions are present and promptly reassign or dispose of unneeded assets.

b. Store only furniture needed for purposes of program support or economy and efficiency which clearly justify the need for storage.

c. Inventory furniture in storage annually and ensure that unit property records are documented to reflect justification for storage. See section 2-B of this manual for requirement to conduct annual inventories.

CHAPTER 3. PROPERTY ACCOUNTING FOR GENERAL PURPOSE (GP) PROPERTY

A. Scope. The property and allowance control procedures for GP property are as follows:

1. Property Control. Property control procedures apply to all accountable GP property located at shore and afloat units.

2. Allowance Control. Allowance control procedures apply in all situations except for Headquarters, Maintenance and Logistics Commands (MLCs), district offices, Integrated Support Commands (ISCs), Headquarters units, and GP property covered by the Aircraft Materiel Stocking List (CG-298) and Medical Allowance Lists (COMDTINST M6700 (series)).

B. Objectives. Objectives of the Accountable Item Management (AIM) System are:

1. To simplify and mechanize the Unit Allowance List for GP property and ease its maintenance and control by district operating divisions.

2. To simplify and mechanize GP property records to ease maintenance at the unit level and to track property for its significance and value.

3. To satisfy the basic management and accounting requirement that the Coast Guard capitalize and depreciate its equipment.

4. To permit management analysis of a unit's GP property relative to its allowance list.

5. To provide service-wide visibility of Coast Guard property for management purposes and provide asset value information to assist in financial management.

C. Operations. The procedures provide for:

1. Unit input of data identifying each item of GP property meeting reporting requirements. Group offices may input data for group units.

2. Submission of data by unit personnel to the Accountable Item Management (AIM) computer that keeps a complete record of all Coast Guard accountable GP property and unit allowances. Reports are available for custodial and management purposes and for verifying accounting records.

3. Maintenance of system integrity by units reporting all acquisitions, transfers and disposal of accountable GP property as they occur and by periodic inventories.

D. Accountable Property. The following in-use non-expendable GP property is accountable:

1. Mandatory Items.

a. Leased or borrowed property.

b. Property, including Morale, Welfare, and Recreation (MWR) items purchased with Operating Expenses (OE) funds, that has an acquisition cost of:

(1) $2,500 or more.

(2) Less than $2,500 but an identical item costing $2,500 or more has been or is being reported. This applies unit-wide. For example, if one custodian has an item that cost $2,490 and another custodian has an identical item that cost $2,505, both items must be reported.

c. Silver service and silverware.

d. Art work, models, and artifacts which have historical significance. Examples: Order telegraphs, lenses, bells, life rings, life jackets, ball caps, gyro compasses, brass citations, dodgers (if decorative), chronometers, ship's seals, compasses, inclinometers, models, paintings, and any other memorabilia.

e. Foreign gifts and decorations retained by the Coast Guard for official display purposes.

f. The following sensitive items with an acquisition cost of $500 to $2,499:

(1) Audiovisual equipment. (FSG 58 and 67)

(2) Automation Equipment (AE) and copyrighted/patented (separately-licensed) software. (FSG 70)

(3) Ecclesiastical equipment. (FSG 99)

(4) Measuring tools. (FSG 52)

(5) Musical instruments. (FSG 77)

(6) Office machines. (FSG 74)

(7) Powered hand tools. (FSG 51)

(8) Recreational and athletic equipment. (FSG 78)

(9) Testing instruments and laboratory equipment. (FSG 66)

(10) Inert weapons such as partial and dummy drill weapons. (FSG 10)

g. Marine Environmental Response (MER) Equipment having an acquisition cost of $500 or more.

2. Optional Items.

a. The reporting of any GP property other than mandatory items is optional. Such items may be reported to ease local property control. Optional items may be so designated by the commanding officer, officer-in-charge, or their higher command echelons because the items:

(1) Have popular appeal.

(2) Are difficult to control.

(3) Are easily misappropriated for personal gains or for other reasons which justify their accountability.

b. Items accounted for as optional, i.e., hand-held calculators, hand tools, etc., are subject to the same property management controls as provided for mandatory accountable/reportable items. Inventory and mark optional items per paragraph 2-B-1 and 2-D-1 of this manual.

3. Historical Personal Property. All in-use historical personal

property must be reported and accounted for in the GP property accounting system as noted above. Contact Commandant (G-CP) for further information about artifacts. Use the following guidance to ensure that all historical items are preserved:

a. Assign Item Name Code of ART01 to original artwork, ART02 to historical artifacts, and MOD01 to models as provided in enclosure (2) to this manual.

b. Identify historical items in the AIM system by decals and serial numbers as stated in paragraph 3-E-1.d.(3) of this manual.

c. Report excess historical items to Commandant (G-CP) for disposal instructions per paragraph 8-I-19 of this manual.

d. All loan agreements for historical items must be approved by Commandant (G-CP). See paragraph 8-J-1 and enclosure (3) to this manual for additional guidance.

E. Procedures. Use the following procedures to account for GP property:

1. Manual Procedures. The following procedures apply to group units not having the capability to electronically transmit data:

a. Forms used to report GP property must be typed or completed with a ball point pen. Retain a copy pending receipt of the AIM Confirmation email.

b. Custodians may use a locally generated report, whether in word processor format or electronic mail format, to report changes to their property records (additions, modifications, or deletions).

c. List all accountable/mandatory items on-hand. Record each item as a single line entry. Use a manufacturer's serial number if available. Use a decal number or other identification number when a serial number is not present.

e. Assign a serial number to each artifact to ensure that they are properly identified. Use decals on reverse side of

painting backings, on bottom coverings of lamps, and in inconspicuous, non-damaging locations on other artifacts. A local serial numbering system may be devised to enable identification of items by serial number without physically placing the number on the item. A serial numbering system is necessary to avoid the possibility of duplicate entries or deletions when entering a transaction into the AIM system.

f. Mail all transaction requests to the cognizant group office.

g. Personal property reports are available from the AIM Central program. See the AIM User Manual for details on how to create reports. Examples of reports available are:

(1) Abbreviated Property Report (Primary Fields Only);

(2) Verbose Property Report (All Fields);

(3) Allowance Report (Quantity on Hand);

(4) Item Name Code (INC) Summary Report;

(5) FSC Summary Report;

(6) OPFAC/Account Summary Report;

(7) Morale Report (NAFA Type Items);

(8) Recent Transaction Activity Report;

(9) Location Summary Report; and

(10) Custodian Summary.

h. Processing Input Data and Reports.

(1) If the Group inputs the data on behalf of the their units, the Group property officer shall:

(a) Process AIM transaction requests and requests for special reports on demand. Update the AIM central system at Coast Guard Operations Systems Center

Martinsburg within 30 days after any change to the local data base. The exit and send feature in the AIM main menu will update AIM automatically.

(b) Distribute reports to units. Retain one copy of each unit's Allowance Report.

(2) Unit Commanding Officer/Officer-in-Charge. The commanding officer/officer-in-charge must review initial Allowance Record forms to determine that all appropriate items are being reported and quantities on hand are with established parameters. This may not be delegated.

(3) Property Officer or Custodians. Review AIM transactions prior to release to ensure that all required data fields are legibly completed.

(4) When the property officer is certain the unit's accountable property is correct, submit a request for the special reports. Each custodian receives a Property Report for items under his or her control from the property officer. The property officer maintains a copy of each Property Report and the Allowance Report.

(5) The custodian must sign the Property Report retained by the property officer. Property officers must keep old custodian records with copies of AIM confirmation e-mail for three years for audit purposes. Note: Unit AIM generates a property report complete with signature blocks.

(6) The property officer should request new special reports annually to reflect changes made during the year. Between report updates, record changes on the old Property Report in ink. The relief of a custodian requires a change to the property (Detail) record since the person is recorded as custodian. Note: Updating one record will correct all accountable records assigned to that custodian code.

i. Request for Allowance Change. The unit commanding officer/officer-in-charge approves all requests for changes to

the unit's allowance prior to submitting the AIM transaction request to the group office or entering the changes in the AIM system.

2. Automated Procedures.

a. Accountable Item Management (AIM) - Property Module. The Coast Guard standard automated property system is the AIM system. The AIM system is the only formal record of General Purpose (GP) property authorized for Coast Guard use. This system was developed with an interface to the Large Unit Financial System (LUFS). AIM users are required to transmit changes electronically to update the AIM system at Coast Guard Operations Systems Center (CG OSC) Martinsburg (AIM Central).

b. Local Data Base. The AIM Unit Property Module allows units to locally manage their general purpose property by maintaining a local data base. Upon exiting the system (Exit and Send Option from Unit AIM Main Menu), units will update AIM central. At a minimum, transmit local changes to the AIM system at CG OSC Martinsburg within 30 days after any change to the local data base.

c. Backup. The property officer must ensure that a recurring electronic backup schedule of at least once a week is maintained for the AIM files.

d. Reports. At a minimum, the property officer must request new special reports annually to reflect changes made during the year. Updated property listings may be requested and printed locally.

e. Equipment and Software for the Unit AIM System. The following equipment and software are required to run the Unit AIM System:

(1) Hardware Requirements: SWII 286/386 CPU with 2 MB of RAM; 5 1/4" floppy disk drive; 7 MB of hard disk storage for Property Record and EIR (Electronics Inventory Record) tracking plus 1 MB per 2000 records; 3 MB of hard disk storage for Property Record tracking only plus 1 MB per 2000 records; QIC tape drive or some other suitable form of backup; cluster workstations as required; any printer and modem (modem connected to run Office Electronic Mail;

Property Record Tracking Only:

ADS5.1.3 Directory - 2000 Sectors
AIM Directory - 6000 Sectors plus 1 sector per record

(2) Software Requirements: ADS 5.1.3.

f. The Unit AIM System program is distributed and maintained by the following command:

(49-52301)
Commanding Officer
U.S. Coast Guard Operations Systems Center
Customer Support Division
600 Coast Guard Drive
Kearneysville, WV 25430-3000

(304) 264-2500

(Reverse Blank)

CHAPTER 4. UTILIZATION OF COAST GUARD EXCESS PERSONAL PROPERTY

A. Purpose. This chapter implements Department of Transportation (DOT) Order 4410.4 (series), Equipment Management and Control, and provides for the reporting and utilization screening of excess personal property. This includes relationships with the Defense Routinization and Marketing Service (DRMS) of the Defense Logistics Agency (DLA) and the General Services Administration (GSA).

B. Objective. To achieve efficient and economic use of Coast Guard and Other Government Agency's (OGA) excess materiel and to permit prompt disposal of unneeded materiel.

C. Policy.

1. Reporting Requirements. Property that has an extended line item value of $2,500 or more, or Federal Supply Classification (FSC) group 71 (furniture) which has an extended line item value of $500

or more, that meets the conditions in paragraph 4-D-1.a of this section is reportable to Integrated Support Commands (ISCs), Maintenance and Logistics Commands (MLCs), Engineering Logistics Center (ELC) Baltimore, or Commandant (G-CFM), as appropriate. Any lifesaving, firefighting, or safety equipment in an unsafe condition is exempt from this reporting requirement.

2. Commandant (G-CFM) Screening. Commandant (G-CFM) will perform screening, reassignment, and disposal of aircraft, cutters, small arms, and certain boats as outlined in enclosure (27). Submit all reports of excess and surveys on such items to Commandant (G-CFM).

3. Automation Equipment (AE)/CG Standard Electronics Screening and Disposal. Report excess AE (formerly referred to as Automatic Data Processing Equipment (ADPE) or Federal Information Processing Equipment (FIP) and/or excess CG Standard Electronics) to ELC Baltimore via the cognizant command/authority for Coast Guard-wide screening. See enclosure (4) for the Department of Transportation's screening of AE and paragraph 8-D-3 of this manual for disposal guidance.

4. Other Excess Personal Property Screening. MLC commanders, ISCs, and Headquarters units will screen other excess personal property locally. ELC Baltimore (Code 021) will screen all excess property on a Coast Guard-wide basis before reporting to other DOT agencies, GSA, or DRMOs. ELC Baltimore will publish two excess property bulletins. One bulletin will contain

all property except AE property. Another bulletin will contain AE property. The non-AE bulletin will be published on a quarterly basis and distributed Coast Guard-wide and to the required DOT agencies. Dates of publication are: 15 January; 15 April; 15 July; and 15 October. The AE bulletin will be published on a monthly basis and distributed only to DOT agencies.

5. DOT and GSA Screening. DOT and GSA screening is conducted concurrently, while other operating agencies of DOT are given priority (a 20-day period) in screening Coast Guard-wide excess personal property.

6. Phase-In and Phase-Out Plans for Equipment/Systems. Program

managers must ensure ICPs are notified of phase-in and phase-out plans for equipment and systems, and of program changes affecting use, obsolescence, or disposal of Coast Guard personal property. ICPs, in coordination with Commandant (G-CFM), must establish channels for such notification and advice.

7. Donation of Surplus Property. GSA manages donation of Coast Guard surplus property. However, donation of surplus items for historical display purposes may be made directly by the Coast Guard after GSA screening is complete. See section 8-G of this manual.

8. Disposal of Non-Reportable Property. All non-reportable property will be disposed of by transfer to another DOT activity, other federal agency, or the nearest DRMO after local screening is conducted by the ISC or MLC. See enclosure (5) for guidance on use of a DD-1149 (Requisition and Invoice/Shipping Document) to document transfers between Coast Guard units and Department of Defense (DOD) activities. Transfer of property between Coast Guard units and other DOT or federal agencies must be documented on an SF-122 (Transfer Order - Excess Personal Property).

9. Ownership and Control of Property. Coast Guard activities lose ownership and accountability, and often custody of excess property reported to the DRMO. DRMOs are accountable for all items physically turned into them. When reported through GSA, ownership, accountability, and custody is retained by the reporting activity until after federal screening is complete and disposition instructions are received from GSA. See paragraph 8-M for information on obliteration or removal of all identifying Coast Guard markings prior to disposal.

10. Priorities. The following order of priority governs the release of excess property:

a. Release to ICP for ICP stockage.

b. Release to other Coast Guard activities.

c. Release to DOT activity.

d. Release to DRMO.

e. Release to OGA as a result of GSA screening.

f. Release to the Coast Guard Auxiliary as a result of a written request submitted to Commandant (G-CFM) from an auxiliary unit.

g. Release (as surplus) to State Government-sponsored donee as a result of an approved SF-123 (Transfer Order Surplus Personal Property). For example: Medical institutions, hospitals, clinics, schools, and colleges.

h. Release (as surplus) to a private individual or organization as a result of a GSA sale (an approved Award of Sale/Contract).

11. Control and Utilization of Precious Metals.

a. All unit commanding officers must ensure that all precious-metal-bearing materiel is properly used, controlled, and safeguarded. A special need for responsible management of these metals exists due to increased vulnerability to fraud, waste, or abuse of these high-priced items.

b. The Coast Guard traditionally has used silver in film and X-ray processing. Silver, gold, and platinum have some uses in dental clinics, electronics facilities, and equipment. The Coast Guard also stores gold and silver life-saving medals, and significant quantities of other alloys/metals at supply centers and other activities.

c. Guidelines for the recovery of precious metals and materiels from excess personal property are outlined in section 8-O.

D. Procedures.

1. Excess Reporting Activities. Any Coast Guard organization which has property ownership and accountability, other than ISCs, MLCs, Headquarters units, ICPs, and ELC Baltimore, will:

a. Review Assets. Conduct regular reviews of property to determine if excess to local needs. Excess property with an extended line item value of less than $2,500 or $500 for FSC group 71 (furniture), or in Disposal Condition Codes 9, S or X

is non-reportable for utilization purposes. This property will be referred to the local DRMO or the appropriate GSA Federal Supply Service Regional Personal Property Management Office for disposition after local screening is accomplished by the appropriate ISC or MLC. See enclosure (6) for supply and disposal condition codes.

Note: Forward a copy of all completed transfer documents for non-reportable property to the appropriate ISC(f) or MLC commander (f). Commanding Officer, ISC (f) and MLC commander (f) must use this information to prepare form DOT F 4400.1 (RCN-4570-1) as required by Chapter 9 of this manual.

b. Preparation of SF-120. Prepare SF-l20 in accordance with enclosure (7) for all property in Disposal Condition Codes 1 through 8 that has an extended line item value of $2,500 or more, or F.C. group 71 (furniture) which has an extended line item value of $500 or more. Regardless of condition code, lifesaving, firefighting, or safety equipment that does not meet Coast Guard or federal standards are exempt from this reporting requirement. Note: A Report of Survey (CG-5269) is not required to report excess personal property if the property is in a condition caused by "normal wear and tear" or property that has reached its "end-of-service life."

c. Reporting Excess Items Containing Asbestos.

(1) All SF-120s listing boats under 65 feet in length must contain one of the following statements, as appropriate, regarding asbestos content:

(a) "There is no asbestos on board this boat."

(b) "There is no friable asbestos on board this boat."

(c) "Asbestos survey is attached." Use this when concentrations of asbestos fibers exceed those permissible in 29 CFR 1910.1001. See paragraph 8-I-l0 of this manual.

(2) Annotate SF-120s on other items containing asbestos with statements comparable to paragraphs 4-D-1.c.(1)(a), (b), and (c) above.

d. Distribution of SF-120. MLC, Area, and ISC units forward the original and four copies of SF-120 to ISC(f) or MLC commander (f) as appropriate. Maintain records in accordance with the Paperwork Management Manual (COMDTINST M5212.12 (series)).

NOTE: SF-120s and boards of survey on boats, vessels, aircraft, and weapons are considered long-term record material and must be retained per COMDTINST M5212.12 (series).

e. Disposition. Take appropriate action to release or ship property as directed by ISC(f) or MLC commander (f). Proper identification must be provided by the requisitioner and verified prior to release of the property. All turn-ins to DRMOs must comply with intransit control procedures in paragraph 4-D-7 of this manual.

f. Donations. Forward any requests for donation to ISC(f) or MLC commander (f) for a decision. Act as directed by ISC(f) or MLC commander (f) to release or ship the property to donee.

g. Cancellations and Withdrawals. Cancellation of an SF-l20 requires that a new SF-l20 be completed with "X" in Block 4c (Partial Withdrawal) or Block 4d (Total Withdrawal). Type the word "WITHDRAWAL" in Block l8(b) and forward the new SF-l20 to the appropriate ISC(f) or MLC commander (f). Do not cannibalize from or use the property withdrawn until cancellation approval is received from ISC(f) or MLC commander (f).

2. MLCs, ISCs, and ICPs Will:

a. Review Assets. For MLC, Area, or ISC-owned and accountable property, follow procedures as stated in paragraphs 4-D-1.a, b., and c.

b. Screen. Receive SF-l20s from excess reporting activities. Seek reutilization of reported excess within the ISC or MLC area via local excess property bulletins or other means to screen usable property. Establish and maintain a "Completed SF-l20" file that clearly reflects such reutilization.

c. Report to Headquarters. Forward SF-l20s for aircraft, cutters, small arms, and standard boats to Commandant (G-CFM)

for disposition. Once the property is reported to Headquarters, no disposal or transfer action may be taken without prior approval of Commandant (G-CFM).

d. Report to ELC Baltimore. For excess not used within the ISC, MLC, or ICP area, review the SF-l20 to ensure accuracy and completeness and sign block l0 of the SF-l20 in accordance with enclosure (7). Establish a "SF-l20 Suspense" file for internal control. Mail the original and two copies of the SF-l20 to ELC Baltimore (Code 021). Use of the Excess Report Card Document Identifier Code (FTE) is optional. Retain the original SF-120 in the SF-120 Suspense file if the FTE document is used. See enclosure (8) for procedures. Enclosure (9) indicates ICP cognizance by FSC and will be used by ELC Baltimore to effect disposal.

e. Disposition Instruction (Delay Status). ELC Baltimore will forward a Disposition Instruction Delay Status Card (DIC FTD) on excess reports received to the appropriate ISC(f), MLC commander (f), or Headquarters unit if a delay of more than 20 days is anticipated. See enclosure (10) for format. If the FTD card or other reply is not received by them within 20 working days, a follow-up card (DIC FTF) may be prepared and forwarded through the Defense Automatic Addressing System (DAAS) to ELC Baltimore in accordance with the instructions and format in enclosure (11).

f. Disposal of Materiel Locally. Upon receipt of an ELC Baltimore reply to "Excess Report" (DIC FTR) with status code TC:

(1) Conduct the DOT screen in accordance with DOT Order 4410.4 (series), excluding Standard Distribution List A, B, and C activities. Coordinate with the excess reporting activity to ensure release or shipment of property requisitioned. See enclosure (4).

(2) If there are no interested DOT users, coordinate with the excess reporting activity to ensure reporting of the property to the appropriate DRMO or the appropriate GSA Regional Office. Turn-ins to DRMOs must comply with intransit control procedures in paragraph 4-D-7

of this manual. Use the Single Line Item Release/Receipt Document (DD 1348-1/1A) as the Disposal Turn-In Document (DTID). See paragraph 4-D-6 of this manual for information on the DTID.

(3) Upon final disposition through DOT, DRMO or GSA, the property is dropped from Coast Guard property records. The screening and reporting actions are completed at this time. Place related documents, e.g., SF-l20, in the "Completed SF-l20" file for official audit purposes.

NOTE: ISC(f) and MLC commander (f) must account for all non-reportable and reportable property disposed of by their units and record on DOT F 4400.1 (RCN-4570-1) as required by Chapter 9 of this manual.

g. Return of Materiel to ICP Control. Upon receipt of a DIC FTR from ELC Baltimore, with status code TB:

(1) Coordinate with the excess reporting activity to ensure shipping of the property to the activity designated in Record Position (RP) 54-56 of the DIC FTR.

(2) After the property has been shipped and the screening and reporting actions are completed, place related documents in the "Completed SF-l20" file for official audit purposes.

h. Passing and Referral Orders. Upon receipt of a DIC A3E/A35 or A4E/A45 transaction from ELC Baltimore:

(1) Coordinate with the excess reporting activity to ensure shipping of the property to the activity designated by the DIC A3E/A35 or A4E/A45.

(2) After the property has been shipped and the screening and reporting actions are completed, place related documents in the "Completed SF-l20" file for official audit purposes.

i. Donations. Process requests for donations as follows:

(1) Retain all documents pertinent to donations in the "SF-l20 Suspense" file until completion of the Coast Guard and DOT screening.

(2) Non-Reportable Property. Property that is not required to be reported to ELC Baltimore. After completion of the above screening, report the property to GSA on a SF-l20 along with the request for donation.

(3) Reportable Property. Property that is required to be reported to ELC Baltimore. If the property has been reported to GSA, notify the appropriate GSA Regional Office of the request for donation. Donation must be accomplished prior to any GSA sales action on the property.

(4) Communicate with prospective donee in writing on the latest status of their requests.

(5) Ensure that all applicable documents on accomplished donations are maintained in the "Completed SF-120" file for official audit purposes.

(6) See section 8-G of this manual for special donation policies and procedures.

j. Cancellations or Withdrawals. Receive SF-120s from excess reporting activities which contain "X" in Block 4c or 4d (cancellation or withdrawal requests) and respond as follows:

(1) Approve cancellation if property is undergoing the DOT screen and has not been reported to DRMO. After notifying the unit, file the SF-120 and other applicable documents in the "Completed SF-120" file.

(2) Request cancellation or withdrawal from GSA if the property has been reported to them, by coordinating with the appropriate Regional Office. Update files accordingly and take action as agreed upon by GSA.

(3) Prepare a Cancellation of Excess Report (DIC FTC) as shown in enclosure (12) if the property has been reported

to ELC Baltimore and disposition instructions have not been received. Forward the cancellation to ELC Baltimore. This constitutes official cancellation and any future ELC Baltimore-directed releases are denied. Inform the reporting unit that the cancellation is approved and file the SF-120 and other applicable documents in the "Completed SF-120" file.

k. Report. Prepare the Annual Report of Utilization and Disposal of Excess and Surplus Personal Property (RCN-4570-1) per paragraph 9-C-1 of this manual. Ensure that the disposal/transfer of all non-reportable and reportable property is recorded.

3. Headquarters Units Will:

a. Follow procedures as stated in paragraphs 4-D-1.a through 4-D-1.f of this manual, except:

(1) Coordination with the ISC or MLC commander is not applicable. Headquarters units will coordinate with Commandant (G-CFM) as necessary.

(2) Utilization and disposal of excess items in Federal Supply Group 71 are a responsibility of Headquarters units.

b. Screening and Disposal. Follow procedures as stated in paragraphs 4-D-2.c through 4-D-2.j above. All turn-ins to DRMOs must comply with intransit control procedures in 4-D-7 of this manual.

c. Report. Prepare reports as stated in paragraph 4-D-2.k of this manual. of this manual.

4. Inventory Control Points (ICP) Must:

a. Review Assets. Conduct regular reviews of ICP-controlled assets to ensure that utilization or disposition of excess personal property is accomplished.

b. Screening. When ICP-controlled property is excess, the ICP must report the property to ELC Baltimore for Coast Guard and

DOT screening, preparation of appropriate release documents, processing donation requests, and maintenance of related files.

5. ELC Baltimore Must:

a. Report Excess. Receive SF-120s and DIC FTE transactions from ISCs, MLCs, Headquarters units, and ICPs. Screen the documents for accuracy; correct if possible or reject and return for correction.

b. Determine Disposition. Review the reported excess property to determine requirements:

(1) For property which the ICP requires, ensure that an Activity Control Number (ACN) or National Stock Number (NSN) is assigned. Prepare a DIC FTR as shown in enclosure (13) and forward it to the ISC(f), MLC commander (f), Headquarters unit, or ICP with status code TB in RP 65-66. Maintain suspense records until receipt at the appropriate ICP storage activity is confirmed. After confirmation, update asset records accordingly. ELC Baltimore actions are then complete and the excess report is considered closed. Retain the SF-120 and other related documents in a file for audit purposes. The DIC FTR

transaction, a DIC FT (Due-In) or a DIC DHA (Demand Transaction) may be input to the computer for historical records maintenance, to establish a due-in, and for accumulating demand data.

(2) If there are no current ICP requirements, but there may be other Coast Guard users or program requirements, ensure that an ACN, NSN, or part number is assigned. Prepare a DIC FTD as shown in enclosure (10) and forward it to ISC(f), MLC commander (f), Headquarters unit, or ICP with appropriate delay status code. Enter the item data in the next edition of the ELC Baltimore Excess Property Bulletin as shown in enclosure (14) for Coast Guard-wide screening. If there are no interested Coast Guard users after the 30-day screen, take action as stated in paragraph 4-D-4.c.(4) of this manual.

(3) After publication of the ELC Baltimore Excess Property Bulletin, interested Coast Guard activities may forward requisitions DIC A0E/AO5 to ELC Baltimore as shown in enclosure (15). Upon receipt of these exception requisitions, fill complete or partial quantities by forwarding a passing order DIC A3E/A35 or referral order DID A4E/A45 as shown in enclosure (16) to the appropriate ISC(f), MLC commander (f), Headquarters unit, or ICP. ELC Baltimore actions are then complete and the excess report closed. Retain the SF-120 and other related documents in a file for audit purposes. The DIC A0E, A05, A3E, A35, and A45 entries and a DIC DHA (Demand Transaction) may be input to the computer for historical records maintenance and accumulation of demand data.

(4) When there are no known Coast Guard requirements, prepare a DIC FTR as shown in enclosure (13) and forward it to the appropriate ISC(f), MLC commander (f), Headquarters unit, or ICP with status code TC in RP 65-66. ICP actions are then complete and the excess report closed. Retain the SF-120 and any other related documents in a file for audit purposes. The DIC FTR transaction may be input to the computer for historical records maintenance.

(5) Upon receipt of a follow-up (DIC FTF), research records to determine if the original SF-120 was received at ELC Baltimore and, if so, send appropriate status, i.e., DIC FTD or FTR, to ISC(f), MLC commander (f), Headquarters unit, or ICP. If

there is no record of ELC Baltimore receipt of the SF-120, use the DIC FTF as an excess report.

d. Demilitarization Codes. If disposal of the property is directed by ELC Baltimore, assign the appropriate demilitarization code in RP 72 in accordance with the Defense Demilitarization (DOD 4160.21-M-1). Use code "A" for items which do not require demilitarization. See enclosure (17).

e. Donations. Ensure that requests for donations are forwarded to the appropriate ISC(f), MLC commander (f), Headquarters

unit, or ICP. Process requests for donation of ICP stocks in accordance with the instructions in paragraph 4-D-2.h and section 8-G of this manual.

f. Cancellations or Withdrawals. Upon receipt of a DID FTC:

(1) Cease all requirements determination, item identification, and ACN/NSN assignment actions related to that excess report.

(2) Ensure that DIC FTR/A3E/A35/A4E/A45 transactions are not subsequently forwarded to ISC(f), MLC commander (f), Headquarters unit, or ICP.

(3) Ensure that the property is not reported in a subsequent Excess Property Bulletin.

(4) Forward cancellation status to requisitioners who solicit previously advertised excess property.

(5) If desired, input a DIC FTC entry to the computer to automatically maintain records of the transaction.

(6) ELC Baltimore actions are then complete and the excess report closed. Retain the SF-120 and other related documents in a file for audit purposes.

6. Turn-Ins to DRMOs. Use DD 1348-1 or DD 1348-1A as the DTID for all excess property, including hazardous materiel and wastes. Instructions for preparation of the DTID are provided in enclosure (18). Establish a "DTID Suspense" file for intransit control audit purposes. Turn-ins to DRMOs must comply with intransit control procedures in paragraph 4-D-7 of this manual. Turn-ins to DRMOs are complete when the DRMO returns a copy of the DD 1348-1 or DD 1348-1A stamped "RECEIPT COPY" and Block 8 or 22 is

signed and dated. The signature in Block 8 or 22 indicates that the DRMO has inspected the property and accepted accountability in the Disposal Automated Information System (DAISY). Review all signed receipt copies of the DD 1348-1 or DD 1348-1A for annotations made by the DRMO and

investigate discrepancies (e.g., FSC/NIIN and quantity changes). See paragraph 8-I-14 for information on disposal of hazardous materiels and wastes.

7. Intransit Control of Shipments to DOD Disposal Activities.

a. General. Intransit control of shipments to DRMO is an automated method of maintaining control of excess property from the time of release by a shipping activity until receipt of the property by the DRMO. Intransit control procedures apply to all turn-ins to DRMOs.

b. DRMS Suspense File. The DRMS maintains a suspense file for materiel turned-in to disposal. This file tracks materiel from the time it is shipped or transferred from the generating sources' storage location until receipt is recorded in the DAISY. A shipment status card (Document Identifier Code (DIC) AS3), prepared by the activity turning in the property, initiates the suspense file at DRMS.

c. Intransit Control Procedures. MLCs, district commanders, and commanding officers of Headquarters units must use the following intransit control procedures for shipments to disposal activities:

(1) At the time materiel is shipped or transferred to the DRMO (by any means), a shipment status card (DIC AS3) reflecting actual quantities shipped and the date shipped is furnished through DAAS to the DRMS. Enter Distribution Code 9 in RP 54. See enclosure (19) for instructions on preparing DIC AS3. Preparation and processing of shipment status cards (DIC AS3) should be completed by the activity initiating shipment to the DRMO. If the shipping activity does not have the capability to process shipment status cards, it may pass shipping information to a unit with processing capability, or use a formatted message to submit MILSTRIP documents through DAAS to DRMS. See enclosure (VI-20) of the Supply Policy and Procedures Manual (COMDTINST M4400.19 (series)) for guidance on preparing formatted messages.

(2) On other than local shipments or transfers, the TCN, GBL, certified mail, insured, or registered parcel post number is entered in the shipment status card (DIC AS3) as applicable.

d. DRMO Action. If it is determined upon receipt and inspection that materiel is acceptable based on established criteria, the DRMO will acknowledge receipt to the DRMS in accordance with established DRMS internal procedures. When accountability is accepted by the DRMO, a signed copy of the DTID, reflecting quantity actually received, is furnished to the shipping activity.

e. DRMS Action.

(1) Per DRMS internal procedures, all property received at a DRMO is processed into the DAISY accountable records within 10 working days after receipt. When a DAISY "Receipt of Usable Property Card" or "Receipt Card" is prepared by DRMS, it is compared to the suspense file generated by the shipment status card (DIC AS3).

(2) The DRMS suspense file is closed if the receipt card matches a shipment status document (DIC AS3) previously recorded in the suspense file, provided:

(a) There is no discrepancy.

(b) There is a discrepancy of less than $100 and the item is not recorded as pilferable or sensitive in the ML-C.

(c) The materiel is classified as scrap.

(3) If the receipt card matches a shipment status document (DIC AS3) previously recorded in the suspense file and there is a discrepancy value of $100 or more, or the item is recorded as pilferable or sensitive materiel, DRMS forwards a disposal shipment confirmation follow-up card (DIC AFX). It is sent through DAAS to the activity in RP 30-35 of the AS3.

(4) If the receipt card matches a shipment status document (DID AS3) previously recorded in the suspense file, the extended value is less than $100 and the item is not recorded as pilferable or sensitive in the ML-C, no further action is taken.

(5) If the receipt card does not match a shipment status document (DIC AS3) previously recorded in the suspense file and the extended value is $100 or more, or the item is recorded as

pilferable or sensitive materiel in the ML-C, the DRMS forwards disposal shipment confirmation follow-up (DIC AFX). It is sent through DAAS to the activity in RP 30-35 of the DTID number reflected in the receipt card.

(6) After a period of 30 days for CONUS and 60 days for OUTCONUS, if the receipt card applicable to a shipment status document (DIC AS3) recorded in the suspense file has not been received by DRMS, and the line item value of the AS3 card is more than $100 (as determined by reference to the AS3 suspense file), a disposal shipment confirmation follow-up (DIC AFX) is forwarded through DAAS to the activity in RP 30-35 of the AS3.

(7) If a disposal shipment confirmation card (DIC ASZ) is not received within 20 days of transmission of the disposal shipment confirmation followup (DIC AFX), DRMS forwards a second disposal shipment confirmation followup (DIC AFZ). Continued non-response for an additional 20 days will close the suspense file.

(8) Receipt of a disposal shipment confirmation card (ASZ) will close the suspense file and cause a comparison of quantities reported shipped, received, and confirmed.

(9) Receipt of a supply status card (DIC AE3) submitted in response to a DIC AFX or AFZ, with status code BF in RP 65-66, will close the suspense file.

f. Shipping Activity Action.

(1) Activities in receipt of disposal shipment confirmation follow-up cards (DIC AFX or AFZ) must manually review signed receipt documentation, investigate discrepancies, and provide timely responses to disposal shipment confirmation follow-ups.

(2) Upon receipt of a disposal shipment confirmation follow-up (DIC AFX or AFZ), the shipping activity will verify the actual quantity receipted for by the DRMO and take the following actions:

(a) If the shipping activity has no record of the shipment nor of generating the shipment status card (DIC AS3), a supply status card (DIC AE3) with supply status code BF in RP 65-66 will be sent to DRMS. See enclosure (20) for instructions on preparing DIC AE3.

(b) If it is determined that, although a shipment status card (DIC AS3) had been sent, no shipment was made or no record of shipment other than the AS3 card can be located, a supply status card (DIC AE3) with supply status code BF in RP 65-66 will be sent to DRMS. See enclosure (20).

(c) If a signed receipt copy of the DTID is not available, but investigation indicates property was removed from the storage area and cannot be located, the shipping activity will notify the appropriate criminal investigative activity. At the same time a disposal shipment confirmation card (DIC ASZ) is transmitted to DRMS through DAAS with a zero-filled quantity field. See enclosure (21) for instructions on preparing DIC ASZ.

(d) If a signed receipt of the DTID is available, a disposal shipment confirmation card (DIC ASZ) is transmitted to DRMS through DAAS containing the actual quantity receipted for by DRMO. See enclosure (21) for instructions on preparing DIC ASZ. In case of a variance between the quantity on the disposal shipment confirmation follow-up card (DIC AFX or AFZ) and the quantity receipted for by DRMO, the shipping activity investigates the variance. They then coordinate with the DRMO to resolve the overage or shortage. If these actions fail to locate shortage items and evidence exists that the property

was removed from the storage area, but not accounted for in DRMO receipts, the shipping activity will notify the appropriate criminal investigative activity.

(e) Submit disposal shipment confirmation cards (DIC ASZ) within 10 working days of receipt of disposal shipment confirmation follow-up cards (DIC AFX or AFZ).

8. Acquiring ICP Property Listed in Excess Property Bulletins. Prepare requisitions in accordance with enclosure (15) and submit directly to ELC Baltimore.

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CHAPTER 5. DOD INDUSTRIAL PLANT EQUIPMENT (IPE)

A. General. The Coast Guard has an agreement with the Defense Logistics Agency (DLA) that allows Coast Guard activities and contractors to obtain Department of Defense (DOD) IPE on a loan basis. See enclosure (22). This chapter establishes policies and procedures for Coast Guard use of DOD IPE.

B. Policy.

1. Maximum use of DOD IPE must be made to satisfy operational needs and to avoid new procurement.

2. Coast Guard activities having current or projected requirements for IPE must determine the availability of such equipment from DOD sources by contacting the Commander, Defense General Supply Center (DGSC-O), Richmond, VA 23297-5000. This determination should be done prior to initiating procurement action.

C. Definition of IPE. Equipment with an acquisition cost of $3,000 or more, used for the purpose of cutting, abrading, grinding, shaping, forming, joining, testing, measuring, heating, treating or otherwise altering the physical, electrical or chemical properties of materials, components or end items entailed in manufacturing, maintenance, supply, processing, assembly or research and development operations. Enclosure (23) contains a listing of publications which identify DOD IPE. These publications are available from the Navy Publications and Forms Center, Philadelphia, PA 19120-5099. Contractors may obtain copies from the

Superintendent of Documents, U. S. Government Printing Office, Washington, D.C. 20401.

D. DOD Industrial Plant Equipment Requisition (DD-1419).

1. The DD-1419 is a multi-purpose form used:

a. By the Requisitioner to:

(1) Request DIPEC screening of available assets.

(2) Accept or reject available assets offered by DIPEC.

(3) Furnish special shipping instructions, accounting data, and other information to DIPEC.

b. By DIPEC to:

(1) Offer available assets to the requisitioner.

(2) Certify non-availability of the item requested.

2. Detailed instructions for completing DD-1419 are included in enclosure (24).

E. Procedures.

1. Requisitioning.

a. To allow enough time for screening and providing Certificates of Non-Availability (CNA) when assets are not available, requisitions should be submitted to DIPEC 10 calendar days in advance of the CNA-REQUIRED date. See enclosure (24), paragraph 4.g.

b. Submit a separate DD-1419 requisition for each individual item of equipment. Forward a letter (in lieu of DD-1419) to DIPEC with the following information when two or more of an identical item is required:

(1) Requisition number.

(2) National Stock Number (NSN)/Production Equipment Code (PEC), manufacturer's code and part number.

(3) Description. Include sufficient descriptive data to enable DIPEC to search the IPE inventory.

(4) Date item desired.

(5) Name and address of requiring agency.

(6) Contract number and program.

(7) State whether item is for production, maintenance, mobilization, replacement, or modernization, and whether item will be procured if not available.

(8) Assigned urgency rating.

(9) Estimated cost.

c. DIPEC issues a CNA for the quantity which cannot be supplied and a separate DD-1419 for each available item.

(1) Upon return of DD-1419 indicating that the item is available, the requisitioner has 30 calendar days to accept or reject an item by completing Sections VI and VII of the DD-1419.

(2) The hold period may be extended for 15 days by DIPEC if justified; however, the allocation is automatically canceled if the acceptance or request for extension of the hold period has not been received by the date the offer expires. See DD-1419, Section IV, Block 36.

(3) The original copy is returned to DIPEC for issuance of appropriate shipping instructions. Status (supply and shipment data) will be furnished if requested in the requisition or at the time of the acceptance.

(4) Requesters desiring to inspect equipment prior to final acceptance must notify the IPE holding activity at least

48 hours in advance of the inspection. Shipment of IPE from DLA Storage/Maintenance will be directed after required maintenance has been performed.

(5) Rejections are justified by specific reasons. The requester completes Section VI of DD-1419 and returns the original to DIPEC on or before expiration of the 30 days allocation period. The reasons for rejection are reviewed by DIPEC and may result in the allocation of a substitute or interchangeable item. This decision is based on information contained in the rejection statement or subsequent receipt of additional suitable items.

2. DIPEC Screening.

a. DIPEC screens requisitions against all available DOD assets. In addition, DIPEC screens all available assets for a suitable substitute.

b. If the requirement can be satisfied, DIPEC places the selected item on hold, completes Section IV of the DD-1419, and within 10 days returns the original and one copy to the requester. The item is held for 30 calendar days except in special circumstances such as overseas requisitions. An extension of 15 days may be granted by DIPEC if properly justified.

c. All holds and allocations of equipment are subject to cancellation and reallocation in support of higher priority programs. When such action is taken, DIPEC notifies the requester within 48 hours after a determination is made to cancel the allocation.

d. When screening in DIPEC results in Non-Availability of a suitable asset or when DIPEC is unable to supply an available asset, DIPEC will issue a CNA by completing Section V of DD-1419 and returning the original and one copy to the requester. DIPEC continues screening during the 45-day period following the issue date on the CNA.

(1) If a suitable item is located during this period, DIPEC completes Section IV of DD-1419 and forwards a reproduced copy to the requester (using the same request number) for

acceptance or rejection in accordance with paragraph 5-E-1 of this manual. If a procurement action has progressed beyond the point of economic termination of the purchase order, DIPEC must be advised.

(2) If a CNA is issued because the item described in Section IV of DD-1419 cannot be delivered in time to meet requirements, and the supplier identified in Section I of DD-1419 cannot deliver the item on or before the time period estimated by DIPEC, the item offered by DIPEC should be considered instead of new procurement.

3. Rescreening. If procurement action has not been initiated within 90 calendar days from the issue date on the CNA, complete Rescreening is recommended. The activity requesting Rescreening must identify the initial request number, but may use the most expeditious means to request it. DIPEC screens against the initial request for another 45 calendar days unless advised that procurement action has been initiated. Procurement action is considered to have been initiated when a procurement document has been prepared, signed by proper authority and forwarded to the procuring activity.

4. Cancellation. If it is determined that a requirement no longer exists at any time before actual receipt of the item, DIPEC must be advised by the most expeditious means, citing the shipping instruction number.

F. Disposal Procedures. Excess IPE in condition codes other than H, X or S that is not contaminated must be reported to Commander, Defense General Supply Center (DGSC-O), Richmond, VA 23297-5000, using an SF-120, Report of Excess Personal Property. After reutilization screening, DIPEC either forwards a DD-1348-1A document directing transfer of the equipment, or furnishes disposition instructions to turn the equipment into a Defense Reutilization and Marketing Office.

CHAPTER 6. ACQUISITION OF EXCESS PROPERTY FROM OTHER GOVERNMENT AGENCIES

A. Purpose. This chapter provides policies and procedures for the utilization of excess property generated by other government agencies

(OGA).

B. Objective. The objective is to use excess government property when possible instead of new procurement.

C. Policy. It is Coast Guard policy to use Coast Guard and OGA excess property to the maximum extent possible to satisfy existing needs and reduce requirements before initiating new procurement, overhaul, or repair. Acquire OGA excess property only to meet authorized requirements or allowances, and only when similar property is not available in the Coast Guard supply system. Commander, Maintenance and logistics command (MLC) (f), integrated support command (ISC), commanding officers of Headquarters units, and commanding officers of Inventory Control Points (ICPs) are responsible for promoting effective use of such property in their respective geographic areas.

D. Authority and Controls.

1. Authority.

a. Acquisition of any type of excess personal property is authorized except aircraft, cutters, boats, automation equipment (AE), electronics equipment, passenger motor vehicles, and small arms. Requests for aircraft, cutters, boats, automation equipment, passenger motor vehicles, and small arms must be approved by approved by Commandant (G-CFM). Requests for electronics equipment are mentioned below.

b. ICP approval is required for excess property stocked and managed by Coast Guard ICPs. Electronic equipment must be approved by the electronics ICP and the designated Systems Management and Engineering Facility (SMEF) for the type or class of equipment. See the Electronic Inventory Record (EIR) for examples of electronic equipment or contact the SMEF for assistance and approval.

c. Acquired excess property must not exceed authorized allowances.

2. Controls. Unit commanding officers must establish controls and procedures to ensure that excess property acquired is:

a. Reported on personal property or stock records as applicable.

b. Reported to the Coast Guard ICP that supports the item for inclusion with demand data.

c. Reported to the appropriate MLC for inclusion in the Annual Report of Utilization and Disposal of Excess and Surplus Personal Property (Form DOT F 4400.1) (RCN-4570-1).

d. Acquired only after careful consideration of the location, condition, cost of shipping, and subsequent maintenance and overhaul of the property. When conditions warrant, make a physical inspection of the property before acquisition to ensure that the property is suitable for the purpose intended.

E. Reutilization Screening Methods. Reutilization screening may be accomplished by using the following methods: (1) GSA's Federal Disposal System (FEDS)/Screen by Computer and Request by Electronic Notification (SCREEN); (2) DOD's World Wide Web (Internet) Electronic Screening; (3) excess property listings and bulletins; and (4) conducting local area screening (visual inspection of property). The following information is provided to assist units in using the FEDS/SCREEN and DOD's electronic screening methods:

1. FEDS/SCREEN.

a. FEDS. FEDS is a replacement for GSA's FSS-23 computer program (Excess and Surplus Personal Property Disposal System). FEDS is an electronic information system which can be accessed by units 24 hours a day. This system is used to track and control GSA's nationwide inventory of reportable excess and surplus property.

b. FED/SCREEN. The FEDS/SCREEN system is menu-driven and easy to use. It offers an online inquiry capability into GSA's nationwide inventory of excess/surplus property. The inquiry portion of FEDS/SCREEN allows units to determine the availability of a disposal item by searching the nationwide inventory by stock number or description and then modifying the search by additional criteria such as excess or surplus, condition code, region, and date reported. FEDS/SCREEN also allow for searches of Defense Reutilization and Marketing Office (DRMO) property.

c. FED/SCREEN User's Manual. Commandant (G-CFM) will provide units a user manual and the necessary access code, password, and telephone number upon request.

2. Electronic Screening and Ordering of DOD Excess Personal Property. The electronic screening and ordering of DOD excess personal property via the World Wide Web (Internet) replaces the Interrogation Requirements Information System (IRIS) which was used to screen and locate property. The new electronic system is managed by the Defense Reutilization and Marketing System (DRMS), Battle Creek, MI. Contact DRMS-USR (616) 961-7552 for additional information. See Tables 6-1 and 6-2 for the basic steps to screen and order DOD property. The new system provides for:

a. Screening and ordering of DOD property through the Internet at Web address: http://;www.drms.dla.mil. A searchable database there contains both National Stock Number (NSN) and Local Stock Number (LSN) assigned items of DOD excess and surplus personal property in the worldwide inventory of DRMS. It allows screening and ordering of assets by Federal Supply Class (FSC), Federal Supply Group (FSG), National Item Identification Number (NIIN), and Noun Name, and searches by specific DRMO or geographical zones. It also provides photographs for some property as well as specific item characteristics.

b. Procedures to complete an automated Military Standard Requisitioning and Issue Procedures (MILSTRIP) requisition through the DRMS Web Page.

c. Capability to search and locate property and order through normal (manual) supply channels.

F. Requisitioning of Excess Personal Property. When Commandant (G-CFM) or ICP approval is not required, the accountable supply officer forwards the requisition to DRMS or the GSA Federal Supply Service Regional Personal Property Management Office, as appropriate, per procedures listed below. Maintain close coordination with DRMS, DRMOs, and GSA to ensure timely issue of requested property. The following procedures for acquiring excess personal property apply:

1. Accountability. Submit requests for excess property through accountable supply officers. Property reused is subject to normal custody and inventory control procedures and must not exceed authorized retention quantities. Whenever possible, there must be

a proper division of functional responsibilities, i.e., the person picking up the property should not be the same person accounting for the property.

2. Commandant (G-CFM) Approval. When approval by Commandant (G-CFM) is required, attach a statement of justification to the requisition. Use DD 1348 for DOD property and SF-122 for GSA property. If approved, Commandant (G-CFM) endorses and forwards the requisition to DRMS or GSA, as appropriate. If not approved, DD 1348 or SF 122 is returned to the unit marked "Not Approved."

3. Requisitions for DOD Excess Personal Property. Requisitions are submitted to DRMS or DRMOs as described below.

a. Prepare requisitions as seen in enclosure (25). The following applies:

(1) Submit requisitions via AUTODIN through the Defense Automatic Addressing System (DAAS) or as described in Tables 6-1 and 6-2. Units unable to use AUTODIN should forward them directly to DRMS by mail or by narrative message. See Section 4-E of COMDTINST M4400.19 (series).

(2) Enter DRMS Routing Indicator Code (RIC) in record position 4-6 (S9D).

(3) RP 40 must contain alpha codes J, K, L, R, or S. See Section 4- C of COMDTINST M4400.19 (series).

(4) RP 52-53 must contain Fund Code GN to identify Packing, Crating, Handling, and Transportation (PCH&T) costs. Leave blank if local pickup. PCH&T is billed to Coast Guard Finance Center by DRMS and forwarded to MLCs and commanding officers of Headquarters units on an Internal Transfer Voucher (ITV).

(5) Use Advice Code 2J (fill or kill) in RP 65-66 or leave blank. DRMS places the requisition on the requisition retention file for 60 days and furnishes Supply Status Code B1 if RP 65-66 is blank and the requested materiel is not available. If all the requested materiel does not become available during the 60-day retention period, the

remaining unfilled quantity is canceled using Status Code D1.

(6) Requisitions for a specific item must contain the Disposal Turn-in Document (DTID) or Excess Report Number (ERN) in RP 67-80. Enter the DTID suffix in RP 21, if applicable.

(7) RP 71 must contain the lowest acceptable Supply Condition Code if a DTID or ERN is not provided in RP 67-80. Use only Supply Condition Codes A through D. The following table provides a conversion from Supply Condition Codes to Federal Condition Codes:

SUPPLY CONDITION CODE	FEDERAL CONDITION CODE
A	A1; A2; A4; A5
B	B1; B4; A1; A4
C	C1; C4; B1; B4; A1; A4
D	D1; D4; C1; C4; B1; B4; A1; A4

G. Acquisition of Excess Property from OGAs (Non-Reportable).

1. Excess personal property undergoing local area screening by military activities and federal agencies is a valuable source of supply. This is property not required to be formally reported to the DRMS for DOD screening or to GSA for federal agency screening. Submit requests for this property directly to the screening activity if Commandant (G-CFM) approval is not required. Forms used to requisition non-reportable property vary from agency to agency. Forms that may be used: DD 1348, DD 1348-1, DD 1348-1A, DD 1149, or SF 122. Furnish an information copy of each document to the local GSA Regional Office within l0 days of the order date.

2. DRMOs require identification letters of authority to withdraw excess property on a direct issue. Therefore, unit commanding officers must:

a. Provide the DRMO, in standard letter format, the accountable

supply officer's DODAAC, long line address, telephone number, typed name and signature. The letter shall include, if applicable, the full name, signature, activity, DODAAC, telephone number and address of individuals authorized to sign requisitions for direct removal (issue) on behalf of the accountable supply officer.

b. Immediately notify the DRMO of all changes, additions or deletions to any of the above.

3. Direct pickup is allowed by an individual with a valid ID card and a DD 1348-1 for specific property that has been signed by the accountable supply officer or authorized individuals listed in the accountable supply officer's letter.

H. Reimbursement. Transportation costs, together with other direct costs incurred incident to the transfer of excess personal property, will be paid by the requisitioner. Acquisition of DOD, GSA or other federal agency-controlled excess personal property or the transfer of Coast Guard excess to these agencies is without reimbursement. When reimbursement is required, determine the value of the property transferred as follows:

DISPOSAL CONDITION CODE	PERCENTAGE OF STANDARD PRICE
1	20%
All other	0%

Table 6-1
Basic Steps for Electronic Screening

Step	Action
1	Go to Web Address: http://www.drms.dla.mil (DRMS Home Page)
2	Click on "Government" in the upper left-hand column
3	Click on "Property Search" in the upper left-hand column
4	Page up to search in the "Gov. Searches for R/T/D" (Reutilization, Transfer, or Donation) (restricted area) if you are on a .MIL network
5	Click on "FSC, National Stock Number" alphabetically or

geographically, fill in fields

6 Follow menu directions to finish

Note: For general information and guidance on Condition Codes, Record Status Codes, etc., click on "Help/FAQ."

Table 6-2
Basic Steps for Electronic Ordering

Step	Action
1	Follow steps above for searching and locating property
2	Complete the property search and click on "MILSTRIP/Tagging" in the upper left-hand column
3	Click on "Property Search" in the upper left-hand column
4	Choose either: (1) "Search for Property" (if you haven't already done so), then fill out MILSTRIP form; or (2) "MILSTRIP Form Only"
5	Fill in the MILSTRIP requisition form with the same data normally used (see paragraph 6-F-3 of this manual)
6	Click on the "Submit Requisition" Button

CHAPTER 7. BOARDS OF SURVEY

A. Purpose. This chapter provides Coast Guard policy and procedures on Boards of Survey.

B. Objective. Coast Guard policy and procedures conform with those of the Department of Transportation (DOT) and are intended to ensure a full accounting of our property.

C. Background.

1. A survey is an administrative action where the loss, damage, or destruction of government property is investigated and reviewed to establish pertinent facts and to determine the extent or absence of employee personal responsibility for such loss, damage, or destruction. A survey is also made when reporting the condition

of aircraft, motor vehicles, and boats being recommended for disposal or replacement. Surveys may originate in individual instances for property which does not meet the above criteria.

2. The survey officer is designated by area commanders, commanders of maintenance and logistics commands (MLC), district commanders, commanding officers of integrated support commands (ISCs), commanding officers of Headquarters units, commanding officers, or officers-in-charge of afloat units or shore units. The Survey Officer will convene a Survey Board to investigate and report the condition of aircraft, motor vehicles, and boats or will report on the circumstances surrounding the loss, damage, or destruction of government property.

3. A Survey Board is established to investigate and report on the circumstances surrounding the loss, damage, or destruction of government property. The Survey Board can be either permanent in nature or established on an "as required" basis.

4. The term "Board of Survey" refers to the person or group of persons directed to survey property. The term "Report of Survey" refers to the survey document, CG Form 5269.

D. Policy.

1. Reports of Survey are required when reporting the condition of aircraft, boats, motor vehicles and for all lost, damaged, or destroyed property except:

   a. Property having a unit acquisition cost of less than $500. Preparation of Reports of Survey for loss or damage of property costing under $500 is at the discretion of the unit's commanding officer. Note : Damaged

   property does not include property in a condition caused by "normal wear and tear" or property that has reached its "end-of-service life."

   b. Inventory credit adjustments of less than $500 or less than $2,500 for Inventory Control Points (ICES) total extended line item value. This applies when such adjustments are properly certified to be the apparent result of inventory transaction

processing discrepancies and there is no reason to suspect neglect, misuse, theft of property, or fraud.

c. Personal property, except non-expendable marine environmental response equipment, boats, radiac equipment, small arms, ammunition, and explosives, that is lost during operational missions and is not recoverable. Examples of such equipment include that dropped from aircraft and lost or otherwise expended during search and rescue cases. See sections 7-E through K of this manual for instructions on Reports of Survey for non-expendable marine environmental response equipment. See section 7-L of this manual for specific instructions on Reports of Survey for boats, radiac equipment, small arms, ammunition, and explosives.

d. Fourth, fifth, and sixth class unlighted buoys that are lost or damaged while on station.

e. Any other buoys that are lost while on station or damaged to the extent they are in disposal condition codes 9, X, or S. See enclosure (6).

2. Remove the above lost or damaged items from property records with the annotation that they were, lost in the performance of an operational mission, sold as scrap, or abandoned.

3. Report all surveyed property except property listed in 7-D-l and 7-D-2 annually on Form DOT F 4400.l. Do not report surveyed property that has been reported on an SF-120. See section 9-C. of this manual.

4. Safeguard all property, regardless of acquisition cost, to ensure its use for authorized purposes only. Review losses of Controlled Inventory Items, i.e., items designated as classified, sensitive, or pilfer able to determine if a Board of Survey should be convened even though the dollar value limitation for a board is not met.

5. Document property not requiring a Report of Survey (abandoned, destroyed, or expended to scrap) using enclosure (26) and report annually on Form DOT F 4400.1 as noted in paragraph 7-D-3.

6. MLCs and commanding officers of Headquarters units will submit a report for all units within their area of responsibility (AOR) regarding the number of Reports of Survey processed during the fiscal year. Unless otherwise directed by the MLC, ISCs will submit this report for the units in their AOR. See chapter 9-C-4 of this manual for reporting requirements.

E. Approving Authority.

1. Commandant (G-CFM) is the final approving authority on Reports of Survey covering:

   a. Aircraft.

   b. Standard and non-standard boats as listed in enclosure (27).

   c. Small arms.

   d. Supply Fund losses exceeding $5,000.

2. Forward Reports of Survey covering ICP-managed materiel located at other storage points to the appropriate ICP for final approval.

3. District Commander (m) is the final approving authority on Reports of Survey covering district and field unit non-expendable marine environmental response equipment. Commanding Officer, National Strike Force Coordination Center is the final approving authority on Reports of Survey covering National Strike Force non-expendable marine environmental response equipment.

4. MLCs and commanding officers of Headquarters units are the final approving authority on all Reports of Survey except as indicated above. Unless otherwise directed by the MLC, ISCs will perform this function for the MLC for units in their AOR.

F. Convening Authority. Authority for convening Boards of Survey is established as follows:

1. The Commandant may convene a Board of Survey for any materiel and possesses sole authority for convening Boards of Survey for aircraft.

2. MLCs, ISCs, and commanding officers of Headquarters units are authorized to convene Boards of Survey for all materiel except aircraft.

3. Commanding officers or officers-in-charge (OinCs) of afloat or shore units may convene Boards of Survey for all material except standard boats and aircraft. If the OinC is also delegated as the Property Officer, the convening authority reverts to the next higher command.

4. The convening authority may appoint members to the board within the geographic region of where the property is located.

G. Composition of Boards. The convening authority must appoint members to a board in accordance with these mandatory requirements:

1. The convening authority will not serve as a member of the board.

2. From one to three persons will be appointed to the board depending on the purpose of the board and availability of personnel.

3. When available, commissioned officers, chief warrant officers, and warrant officers must be appointed to Boards of Survey. When officers are not available and the convening authority considers it appropriate, chief petty officers or civilians in grades GS-9 or WG-l2 and above may be appointed to Boards of Survey. When the lack of officers, non-commissioned officers or civilians, as applicable, prohibits the forming of a Board of Survey, the commanding officer or officer-in-charge will request the next higher authority to convene the Board of Survey.

4. Boards of Survey, convened in cases where negligence is suspected or indicated, must be composed of at least three members. If a board is convened with less than three members and evidence of negligence is found, the senior member must advise the convening authority, who must appoint additional members as necessary.

5. The custodian of property or the property officer must not be appointed to a Board of Survey considering property in his or her custody.

6. Boards of Survey convened to consider technical equipment, including boats, must have a member with professional knowledge of the equipment.

7. Boards of Survey convened to consider a boat that, if donated,

would be subject to current inspection laws, must, when possible, include a marine inspector as a member.

H. Action by the Board. The Board of Survey investigates circumstances surrounding lost or damaged property and report findings and recommendations on CG-5269 as follows:

1. Lost or Damaged Property. Include a statement as to time, place, and circumstances surrounding such loss or damage. Include the name of the person responsible for the property.

2. Establishment of Fair Value. Determine and show the fair value (estimated current market value). In determining fair value of the property, the Board takes into consideration the replacement cost, age of material, normal depreciation, known condition before loss or damage, and any other factors affecting the fair value.

3. Opinions. Include the board's opinion whether or not there is evidence of negligence. If evidence of negligence exists, the board must recommend that a Board of Investigation be convened.

I. Recommendations of the Board. The board recommends action with respect to disposition of the property involved. Use standard terms:

1. Expend from Records. Use for losses of property, including inventory losses.

2. Reportable/Accountable GP Personal Property. Note CG-5269s covering any GP property being removed from property records.

3. Dispose of as Excess. This may result in the property being transferred, donated, sold, scrapped, abandoned, or destroyed. The board must not assume the responsibility for determining the proper disposal technique for property, but only state that it is excess to the unit concerned.

4. Repair and Retain. This indicates that the repaired item will be retained in the same account.

5. Repair and Transfer. Repair and transfer to consignee or ICP.

6. Replace. Use alone or in conjunction with another item to

indicate that the item surveyed needs to be replaced by a similar item.

7. Revalue and Issue at Percentage of List Price. Use for inventory items that have deteriorated or become obsolete.

J. Boards of Investigation and Monetary Compensation.

1. When a finding made by the survey officer, or Board of Survey for personal property, discloses information indicating negligence, misuse, dishonesty, or willful destruction, the survey officer or the Board of Survey must recommend convening an informal Board of Investigation. The informal Board of

Investigation fully investigates each survey report in accordance with the Coast Guard Administrative Investigations Manual (COMDTINST M5830.1 (series)) and the Claims and Litigations Manual (COMDTINST M5890.9 (series)) and makes written findings as to the facts surrounding the loss, damage, or destruction of the property. All evidence, testimony, and other data considered during the investigation must be clearly documented. After completion of the investigation, either a finding of no responsibility or a finding of employee responsibility must be made for each CG-5269, and, if an employee is responsible, must include a recommendation that consideration be given to disciplinary action or pecuniary liability as appropriate.

2. An employee will not be held responsible for performing or failing to perform an action due to reasonable error of judgment or a normal physical limitation. Recommendations involving pecuniary liability should be based on evidence of willful intent or gross negligence of the individual. Refer the CG-5269 to the approving official upon completion of the investigation. The approving official will approve the findings and recommendations or direct further investigation by the Board of Investigation. CG-5269s will not be merely disapproved. Approved CG-5269s, where no employee responsibility is involved, will be referred to the property officer and the case will be closed. Further action on CG-5269s, which involve employee responsibility, will be taken as prescribed below:

a. Disciplinary Action. When consideration of disciplinary action is recommended and approved by the convening authority, refer the matter through appropriate supervisory or command channels for further action in accordance with applicable regulations pertaining to disciplinary procedures. If pecuniary liability is not involved, the property officer must close the case.

b. Pecuniary Liability. When consideration of pecuniary liability is recommended and approved, the following applies:

(1) Forward a written notification, via cognizant legal officer, to the individual(s) concerned, citing the investigation findings and requesting voluntary restitution. The pecuniary liability will be determined jointly by the property officer and servicing accounting activity as follows:

(a) Lost, Destroyed, or Irreparably Damaged Property. The charge will be the original acquisition cost of the property less an allowance for depreciation. In the absence of a method, which more accurately reflects the depreciated value of the property, use the straight-line method of computing depreciation. Credit for scrap or

salvage, if applicable, must also be allowed.

(b) Reparable Property. The cost of restoring the property to a condition comparable to that just prior to damage will be charged, provided such cost does not exceed the depreciated value or replacement cost of the property.

(2) If the individual(s) agrees to make voluntary restitution, refer the CG-5269 to the appropriate accounting office for collection. The property officer must close the case when notified by the accounting activity that the collection has been made.

(3) Indicate on the CG-5269 that reimbursement has been tentatively accepted. The amount of reimbursement must

not be more than the estimated fair value established by the CG-5269, and deposited to the credit of Deposit Fund Account 69X6875(02), Suspense, Coast Guard. The report must indicate the board's opinion as to acceptance of reimbursement. If the acceptance of reimbursement is approved, remove the deposit from the suspense account and deposit to the credit of the miscellaneous receipt account, 69X3019 recoveries for Government Property Lost or Damaged. In the event it is determined that the person(s) should not reimburse the Government, refund the deposit.

(4) If the individual(s) does not make voluntary restitution, the approving official must obtain a written opinion from the legal staff regarding filing a claim against the individual(s). Further action on the survey must be predicated on guidance received from counsel.

K. Survey Documentation Procedures and Distribution.

1. CG-5269 Preparation and Distribution. Request survey action on CG-5269 (see enclosure (28)) and prepare as follows:

a. Date. Enter the date the CG-5269 is prepared.

b. Number. Assign a four-digit serial number suffixed by the last two digits of the fiscal year, e.g., 0001-85. Originators may leave the number blank, to be affixed later by the property officer of the unit.

c. Activity. The name of the activity where the Board of Survey is convened.

d. Originator. When the commanding officer or officer-in-charge of the unit has authority to convene a Board of Survey for the property involved, the originator must be a department head, custodian of the property, or the property officer, as appropriate. The commanding officer or officer-in-charge of the unit is shown as the originator of the request when a higher command must convene the Board of Survey.

e. Item. Number of items in consecutive order, e.g., 1, 2, 3,

etc.

f. Stock Number and Description. Enter the stock number(s) in numerical sequence when available. If item is non-standard, enter "non-standard" or "NSI." Then, describe the item(s) in sufficient detail to be readily recognizable by subsequent reviewers of the survey. Include manufacturer, model, type, part number, serial number, and power source for technical equipment.

g. Condition Code. Use a combination of supply condition code and disposal condition code, e.g., F8. See enclosure (6).

h. Quantity. Amount of the item being surveyed.

i. Unit Price. Use the acquisition cost, original purchase price, or the estimated cost of the item.

j. Total Value. Acquisition cost or estimate of total number of items.

k. Reason for Survey. For example, "Item is Lost or Missing" or "Damaged or Destroyed."

l. Accounting Classification. An example is provided below:

ATU Administrative Target Unit	Cost Center OPFAC	Owner Code
32	75130	4

See enclosure (29) for owner codes.

m. Action by Commanding Officer or Delegate (Convening Authority). See section 7-F of this manual.

n. Survey Report and Recommendation. Include the following minimum information:

(1) Condition; elaborate on condition code.

(2) Cause.

(3) Responsibility, if appropriate.

(4) Recommendations.

(5) Show year of manufacture or, if not available, year of receipt. In addition, indicate whether the item is capitalized General Purpose (GP) property.

(6) The following statement for Supply Fund losses: "Reimbursement to the Supply Fund in the amount of $_____ is required."

(7) Insert a certification in the CG-5269 stating that the requirements of Chapter 17 of The Procurement, Handling, and Disposal of Polychlorinated Biphenyls (PCBs) Manual COMDTINST M16478.2 (series)), have been met for property that contains PCBs or PCB equipment.

(8) See paragraph 7-L-6 of this manual for boats.

(9) See paragraph 7-L-1 of this manual for aircraft.

(10) Signature of board members.

o. Review of Survey Report. See section 7-E of this manual for approving authority. In every instance where a survey is disapproved, an endorsement must be made on the reverse side of the CG-5269 to explain and provide further instructions regarding the property.

p. Reporting Disposal Accomplished. For adjustment and support of accountable records, forward the original of the CG-5269 signed by the person completing final disposal to the property officer. However, when the CG-5269 is approved at a higher command, the original survey is returned to the final approving authority.

q. Distribution. The number of copies needed to effect proper distribution depends on the type of property involved and the command level designated as final approving authority. Mandatory distribution is:

(1) The original and three copies to the final approving authority.

(2) One copy for retention by the MLC commander or Headquarters unit when the Commandant is the final approving authority.

(3) One copy for the originator of the CG-5269.

(4) One copy for the property officer of the unit.

(5) One copy for Commandant (G-CFM) of surveys for Supply Fund losses not requiring Commandant approval.

(6) One copy for Commandant (G-SEC) of surveys for non-expendable marine environmental response equipment.

L. Items Requiring Special Survey Procedures.

1. Aircraft and Aircraft Parts and Components.

a. Responsibilities. Action to remove an aircraft from Coast Guard records must be initiated by either Commandant (G-OCA) or Commandant (G-SEA) on CG-5269. This must include the location of the aircraft and its condition code. Attach statements of the history and general condition of the aircraft to the CG-5269 as supporting papers. In addition, Commandant (G-OCA) must indicate by memorandum or endorsement what effect removing the aircraft would have on aircraft inventory level and operational readiness. Forward the CG-5269 in quadruplicate to Commandant (G-0). Commandant (G-0) designates the members of the Permanent Board of Survey for Aircraft on the CG-5269. Inspection of the aircraft by members of the Board of Survey is not required. The board reports its findings and recommendations on CG-5269 and forwards the original and three copies of the CG-5269 to Commandant (G-0) for approval.

b. Permanent Board of Survey for Aircraft. The Commandant has established a Permanent Board of Survey for Aircraft. At least one of the senior members must be present at each board meeting, two other members are required to form a quorum. The board consists of:

(1) Senior Members.

(a) Chief, Aviation Division (G-OCA).

(b) Chief, Aeronautical Engineering Division (G-SEA).

(2) Other Members.

(a) Assistant Chief, Aviation Division (G-OCA).

(b) Assistant Chief, Aeronautical Engineering Division (G-SEA).

c. Disposal. When the CG-5269, approved by Commandant (G-O), recommends disposal of an aircraft, the original and two copies of the CG-5269 and SF-120 are forwarded to Commandant (G-CFM) for appropriate disposal action. Commandant (G-O) retains one copy. If salvage is indicated, Commandant (G-CFM) obtains information, as necessary, from Commandant (G-O), Commandant (G-E), and the Aircraft Repair and Supply Center concerning the salvaging of component parts. Instructions are provided to the cognizant field activity for complete disposal action, as appropriate, in the following order:

(1) Transfer to Department of Defense (DOD) for utilization or disposal.

(2) Report to the General Services Administration (GSA) as excess to requirements and available for transfer, donation, or sale, as appropriate.

d. Record of Disposal. When action on the CG-5269 is complete, the original is retained by Commandant (G-CFM) and one copy each forwarded to Commandant (G-SEA) and (G-OCA).

2. Ammunition. Do not survey. Ammunition will be reported and accounted for per the Ordnance Manual (COMDTINST M8000.2 series) or the Small Arms Manual (COMDTINST M8370.11 series).

3. Radiac Equipment. Radiac equipment will be surveyed when it is determined by the cognizant Radiac Calibration Laboratory (RCL) to be beyond economical repair. Cite the RCL correspondence for authority to survey and forward the survey to Commander, Naval Sea

Systems Command (NAVSEA) (Code CEL-RP), Washington, DC 20362-5101 via Commandant (G-SEN). NAVSEA will order a replacement item upon receipt of the survey.

4. Small Arms. Report and investigate missing lost and/or stolen small arms per the Small Arms Manual (COMDTINST M8370.11 (series)). Survey missing lost and/or stolen small arms immediately when recovery is determined to be

impossible or if not recovered in 90 days after report. Unit commanding officers must forward a copy of the approved survey to the Naval Weapons Support Center (Code 2053), Crane, IN 47522-5020. The Naval Weapons Support Center will remove the small arm's serial number from the Coast Guard small arms accountability file and enter the serial number into the lost, missing or stolen file upon receipt of the approved survey.

5. Loss or Theft of Property with a Permanent Individual Serial Number. See the Physical Security Program Manual (COMDTINST M5530.1 series), section 9-D, for guidance on reporting Government property losses. Commandant (G-WKS) is the Program Manager for the protection of Government property.

6. Boats.

   a. Commandant (G-OCS) is responsible for making disposal recommendations on standard and certain non-standard boats. Commandant (G-OCS) will forward these disposal recommendations to Commandant (G-CFM) for final disposal action. See paragraph 8-I-10 of this manual for instructions on disposal of boats.

   b. When preparing Reports of Survey on boats, the Board must include additional information on maintenance and man-hours of operation. See the Naval Engineering Manual (COMDTINST M9000.6 (series)) and the Boat Management Manual (COMDTINST M16114.4 (series)) for specific guidance. Include all information required by Chapter 091, section 091.B.6 of COMDTINST M9000.6 (series).

   c. When submitting CG-5269s on standard boats to Commandant (G-CFM) for approval, attach an executed SF-120 if the boat is

excess to the needs of the reporting MLC or Headquarters unit. Indicate appropriate MLC in addition to the name of the unit in block 14 of the SF-120. See paragraph 8-I-10.b/c of this manual for asbestos and PCB survey requirements.

CHAPTER 8. DISPOSAL OF PERSONAL PROPERTY

A. Purpose. This chapter provides policies and procedures for the disposal of personal property no longer needed by the Coast Guard.

B. Objective. The objective is to achieve maximum economy and efficiency in the movement of materiel into the disposal area, reducing holding costs to the Coast Guard, using the capabilities of the General Services Administration (GSA), and Defense Logistics Agency (DLA) to the fullest extent.

C. Policy. Disposal of excess personal property must comply with the National Environmental Policy Act (NEPA) Implementing Procedures (COMDTINST M16475.1 (series)). Each command is responsible for compliance with all applicable environmental laws and regulations that affect the disposal of excess personal property. Units must consider the possible environmental impacts of all disposals before finalizing any disposal action. This includes all transfers, donations, and abandonments.

1. Dispose of excess personal property as expeditiously and economically as possible.

2. Do not dispose of property that is dangerous to public health or safety without making it harmless, providing adequate safeguards, or properly advising the recipient of the hazardous or dangerous nature of the property. Demilitarize the property when appropriate.

3. Disposal of property by donation, sale, abandonment, or destruction applies only to property that has been declared surplus by GSA.

4. Direct sale of recyclable material and retention of the proceeds (not to exceed $5,000) for use is authorized for units that have been approved by Commandant (G-SEC) as Qualified Recycling Program (QRP) units. Recyclable sales greater than $5,000 must be processed through the Defense Reutilization and Marketing Office (DRMO) or GSA. See COMDTINST 16477.5 (series).

5. Until its disposal, all usable property reported as excess is maintained, accounted for, and handled in the same manner as inventory materiel. Once personal property is reported for disposal, it must not be withdrawn for use. Removal of parts cannot be made without written approval of the appropriate Inventory Manager (IM) or Commandant (G-CFM). However, in cases of an emergency, verbal requests are sufficient.

6. When it is economically feasible and acceptable to the DRMO, excess and surplus Coast Guard property should be physically transferred to the DRMO instead of reported to GSA.

7. Property undergoing DRMO utilization screening that has been retained by the Coast Guard, will not be transferred without approval of the DRMO concerned.

8. Excess property is normally transferred on a nonreimbursable basis except for shipping charges. Costs incurred in the actual packing, preparation for shipment, and loading of excess property is reimbursed by the receiving agency, only when such costs for any single shipment exceed $100.

9. Document transfers of property between Coast Guard units using a DD 1149. See enclosure (5) for information on the use of DD 1149s. Transfers must be accomplished per guidance provided in section 2-A of this manual regarding unit allowance programs and accountability systems.

10. Maintain disposal documentation per procedures in the Paperwork Management Manual (COMDTINST M5212.12 series). Disposal documentation includes, but is not limited to: DD-1149s; DD-1348-1As; CG-5269s; SF-122s; SF-123s; SF-126s; and CG-5598.

11. See enclosure (47) for a flowchart of the disposal process.

D. Disposal by the DRMO.

1. General. Coast Guard excess property may be accepted by the DRMOs for utilization screening with OGAs. In addition, sale of Coast Guard surplus property is conducted by the DRMO. Disposal of this property by the DRMO avoids administrative processing by the Coast

Guard. When physical movement of property to the DRMO is involved, storage space at the unit becomes available for other uses.

2. Referrals. In order to refer and transfer excess property to DRMOs, units must make local arrangements with DRMOs for documentation and scheduling of shipments. See enclosure (30) for a list of DRMOs.

3. Automation Equipment (AE). Turn in AE to DRMOs when the original acquisition cost is less than $1,000,000. AE equipment with an original acquisition cost of more than $1,000,000 will not be accepted by the DRMO without prior authorization for disposal by GSA. See paragraph 8-I-20 of this manual for procedures to dispose of AE.

4. Exception. DRMOs will not accept items for disposal processing as exchange/sale property.

5. Overseas Arrangements. MLCs and ISCs will direct units located outside CONUS to make local arrangements with DRMOs when possible for the

disposal of Coast Guard foreign excess property. See paragraph 8-I-13 of this manual.

6. DRMS Audits. The internal audit of the Defense Reutilization and Marketing Service (DRMS) is the responsibility of the Auditor General, DLA. The audit is done by taking samples from the accountable records of units who ship materiel to or requisition materiel from DRMOs. The Coast Guard participates in the DRMS and is subject to these routine tests. Accordingly, units, Inventory Control Points (ICPs), and Engineering Logistics Center (ELC) Baltimore must:

   a. Ensure that accountable records concerning disposal of property are adequately maintained.

   b. Cooperate to the fullest extent with DLA personnel conducting the review.

E. Disposal by GSA.

1. General. The following property categories are reportable to GSA after Coast Guard utilization screening:

   a. Automation equipment (AE) with an original acquisition cost of $1,000,000.00 or more. See paragraph 8-I-20 for procedures to dispose of AE.

   b. Items susceptible to recovery of sale's proceeds such as Supply Fund or Yard Fund property generated by the Coast Guard Yard.

   c. Items not referred or transferred to a DRMO.

2. Advance Disposal Instructions. Ship Alterations (SHIPALTS), Structural Alterations (STRUCTALTS), Boat Alterations (BOATALTS), Ordnance Alterations (ORDALTS), Electronic Alterations (ELECTRONALTS) and Inventory Stock Action Reports, etc., usually provide advance or final disposal instructions. These instructions eliminate the need to prepare a Report of Survey (CG-5269) and a Report of Excess Personal Property (SF-120). ISCs, MLCs, commanding officers of Headquarters units, and Inventory Control Points (ICPs) will ensure that property disposed of as above is included in the Annual Report - Utilization and Disposal of Excess and Surplus Personal Property (DOT F4400.1). See enclosure (31). If disposal instructions are not provided, report the property as excess on SF-120 or Report of Personal Property for Sale (SF-126) as appropriate. Paragraph 8-E-3 and enclosure (7), section 1-D of this manual applies.

3. Reporting.

   a. Report excess personal property on an SF-120 to the appropriate GSA Federal Supply Service Regional Personnal Property Management Office. See enclosure (32) for a list of GSA Regional Offices. Send the SF-120 to the GSA office having responsibility over the area where the property is located. Upon receipt of the SF-120, GSA establishes a surplus release date and advises reporting activities of that date by returning one copy of the SF-120 bearing the surplus release date and the GSA control number in the appropriate blocks. As an alternative, they may provide a computerized

printout showing such information. On the surplus release date, the property changes its identity from "excess" to "surplus." As "excess" the property is available only to Other Government Agencies. As "surplus," the property is available to state agencies and others due to no federal interest shown. GSA forwards approved Transfer Orders (SF-122) and Transfer of Surplus Personal Property (SF-123) to the reporting activities for action. GSA also forwards copies of sales information to reporting activities should federal utilization and donation screening prove to be negative.

b. Report excess AE with an original acquisition cost of $1,000,000.00 or more on an SF-120 to the appropriate GSA Regional Office.

c. Use the SF-126 for reporting exchange/sale property for sale. See section 8-F of this manual.

d. Poorly described items cause other federal agencies or DOD activities to question the reliability of excess listings. GSA Regional Offices develop descriptions from the agency reporting documents for sales listings.

e. Upon receipt of the SF-120 in the GSA property disposal activity, the form is reviewed to determine if all information is included and complete and adequate descriptions are provided. Inadequate or incomplete reports are returned to the reporting agency for correction and resubmission.

F. Exchange/Sale.

1. Authorization. Property that is not excess to the needs of Coast Guard activities but must be replaced due to obsolescence, unserviceability, cost of repair, or other valid reasons may be traded in, exchanged, or sold (except automation equipment).

2. Applicability. The exchange/sale procedures are applicable to IMs, MLCs, ISCs, commanding officers of Headquarters units, and ICPs. The use of exchange allowances or proceeds of sale in whole or as a partial payment for the procurement of personal property is authorized only when:

a. The items sold or exchanged are the same or similar to the items to be acquired. Below are two examples of "Exchange/Sale Property."

(1) Old typewriters that are traded-in on new typewriters and a cash allowance for the old typewriter is applied to the purchase of the new one.

(2) Proceeds from the sale of used motor vehicles are used toward the purchase of a new motor vehicle.

b. The items sold or exchanged is not excess, but the items acquired are needed in the conduct of approved programs.

c. An item is acquired to replace the same or a similar item. The only exceptions to this one-for-one rule are:

(1) When a lesser or greater number of acquired items will be used to perform substantially all of the same tasks performed by the replaced items.

(2) When items sold or exchanged and items acquired are parts or containers for identical or similar end items.

d. A written administrative determination to apply the exchange allowance or proceeds of sale to acquire the property exists at the time of exchange or sale (or at time of acquisition, if it precedes the sale).

e. The transaction will foster the economical and efficient accomplishment of an approved program.

f. Property acquired from excess must be placed in official use for a minimum of one year to be eligible for replacement under the exchange/sale authority. Proceeds from the Coast Guard's Qualified Recycling Program sales must follow requirements specified in COMDTINST 16477.5 (series).

g. The property is determined to be eligible for the Coast Guard's Qualified Recycling Program.

3. Reimbursement. All proceeds from the sale of exchange/sale items

are forwarded by GSA to the Coast Guard Finance Center for deposit to Budget Clearing Account (Suspense) CG 69F3875(02). Use Activity Location Code (ALC) 69025102 on all documents to indicate the station deposit symbol.

4. Transfer of Exchange/Sale Property. ISCs, MLCs, commanding officers of Headquarters units, and ICPs must establish a fair market value (current price) for exchange/sale items (except AE) and solicit Federal agencies known to use such property to arrange reimbursable transfers. The exchange/sale of AE is governed by 41 CFR 101-46.201-2 which refers to FIRMR 201-33.011 (41 CFR 201-33.011).

5. Reporting. Report exchange/sale property to be disposed of through GSA channels to GSA on an SF-126. Requisition SF-126 from Engineering Logistics Center Baltimore (Stock Number 7540-00-900-9859).

6. Eligibility. In the acquisition, exchange or sale of property in the exchange/sale category list below, the item acquired and the item replaced must fall within a single category.

ELIGIBLE
(Listed by Categories)

CATEGORY	DESCRIPTION
A	Agriculture products, processed foods, and forage.
B	Ammunition and ammunition components.
C	Animals and animal products.
D	Batteries (storage).
E	Cards (tabulating).
F	Ditching machines.
G	Dozer blades.
H	Drill presses.
I	Drugs, biologicals, and official reagents.
J	Earth augers.
K	Graders (self-powered and towed).
L	Lathes.

CATEGORY	DESCRIPTION

M Machines (adding and calculating).
N Machines (addressing and mailing).
O Machines (dictating and transcribing).
P Machines (duplicating).
Q Machines (punched card, bookkeeping, tabulating, and accounting).
R Milling machines.
S Mixers (concrete, portable, or truck mounted).
T Pile drivers.
U Plows (snow, motorized).
V Road rollers (wheeled and sheepsfoot).
W Saws (circular or band).
X Scrapers (earth moving, towed).
Y Sedans (station wagons, coupes, and limousines).
Z Spreaders (aggregate and lime).
AA Tractors (warehouse).
AB Tractors (wheeled or crawler, with or without special attachments, up to 65 h.p.).
AC Trailers (general purpose, multiple axle).
AD Trailers (general purpose, single axle).
AE Trailers (tank mounted).
AF Trucks (forklift).
AG Trucks (general purpose, cargo, and construction, 12,500 GVW through 28,000 GVW, including truck tractors, dump, multiple drive, etc.)
AH Trucks (general purpose and utility, up to 12,500 GVW, including suburbans, carryalls, and sedan deliveries).
AI Trucks (straddle).
AJ Trucks, tank (special purpose trailer of which the tank is an integral part of the construction).

CATEGORY DESCRIPTION

AK Trucks (warehouse, platform, electric, and gasoline powered).
AL Typewriters (manual and electric).

7. Ineligibility. Items found in any of the Federal Supply Classification Groups listed below are not eligible for handling as exchange/sale property under the provisions of FPMR 101-46. Sale of recyclable materials less than $5,000 are exempt from the requirements of the Federal Property Management Regulation (FPMR).

INELIGIBLE
(By FSC Groups)

FSC	DESCRIPTION
10	Weapons
11	Nuclear ordnance
12	Fire control equipment
14	Guided missiles
15	Aircraft and airframe structural components
16	Aircraft components and accessories
17	Aircraft launching, landing, and ground handling equipment
20	Ship and marine equipment
22	Railway equipment
31	Bearings
32	Woodworking machinery and equipment except lathes, milling machines, and saws, circular or band
34	Metalworking machinery except drill presses, lathes, milling machines, and saws, circular or band
40	Rope, cable, chain, and fittings
41	Refrigeration, air conditioning, and air circulating equipment
42	Fire fighting, rescue, and safety equipment

FSC	DESCRIPTION
44	Furnace, steam plant, drying equipment, and nuclear reactors
45	Plumbing, heating, and sanitation equipment
46	Water purification and sewage treatment equipment
47	Pipe, tubing, hose, and fittings
48	Valves
51	Hand tools
53	Hardware and abrasives
54	Prefabricated structures and scaffolding
55	Lumber, millwork, plywood, and veneer
56	Construction and building materials
68	Chemicals and chemical products, except medicinal chemicals
71	Furniture
75	Office supplies and devices, except cards, tabulating
83	Textiles, leather, furs, apparel and shoe findings, tents, and flags
84	Clothing, individual equipment, and insignia

8. Items that do not fall within the numbered categories above and are not on the ineligible list of FSC Groups in paragraph 8-F-7 of this manual are eligible as exchange/sale property when:

   a. The item acquired is designed and constructed for the same specific purpose as the item replaced.

   b. Both items constitute containers for items that are similar to those listed in paragraph 8-F-6 of this manual.

9. Exceptions.

   a. The sale of personal property in new or unused condition is not authorized under the exchange/sale provision if in connection with acquisition of other personal property.

   b. Exchange/Sale transactions not authorized under FPMR 101-46.202.

10. Recategorization and Waiver. Determinations for waiver of reimbursement or to recategorize exchange/sale property as excess property is made by Commandant (G-CFM) prior to reporting such property to GSA. Commandant (G-CFM), in cooperation with GSA, may waive reimbursement and recategorize exchange/sale property as excess or surplus property when considered appropriate for reasons of health, safety, security, or vital national interest.

11. Reports. Within 60 days of the close of each fiscal year, the ISCs, MLCs, Headquarters units, and ICPs must submit a summary of exchange/sale transactions for the previous fiscal year, except transactions involving books and periodicals. See paragraph 9-C-2 of this manual and enclosure (4) for additional information.

G. Donation.

1. General. This section applies to the donation of Coast Guard property by MLCs, Headquarters units, and Commandant (G-CFM).

2. Delegation of Authority. Commandant (G-CFM) is the final approving authority on direct donation of surplus property by the Coast Guard.

3. Authority.

a. Subject to applicable regulations under the Federal Property and Administrative Services Act of 1949, as amended, and the Federal Property Management Regulations, Subchapter H, personal property may be donated pursuant to 14 USC 641(a) only after it has been determined to be surplus to the Federal Government. The Coast Guard authority to donate surplus personal property under Title 14 USC 641(a), (cited in COMDTINST M5000.3 (series), USCG Regulations, Article 9-2-12.C) is equal to the general authorities granted to GSA. Coast Guard donations under this authority will be conducted after the 21-day screening period set aside for Federal utilization through GSA channels.

b. The donation of surplus personal property is subordinate to any need for the property by a federal agency but takes precedence over its sales, destruction, or abandonment. Since the majority of Coast Guard excess personal property is transferred to DRMOs or reported to GSA, the Coast Guard will participate in donation operations primarily when aircraft, cutters, boats, Yard property, or historical artifacts are involved. Donations require findings as stated in Section 101-44.701 of the Federal Property Management Regulations (FPMR). Donations to

public bodies take precedence over private organizations. Eligible donees include:

(1) Service educational activities.

(2) Educational or public health institutions and civil defense organizations.

(3) Public airports.

(4) State and local government agencies.

(5) Tax-supported institutions.

(6) Public bodies.

(7) American National Red Cross.

(8) Charitable institutions.

(9) Museums certified by the Internal Revenue Service (IRS) as tax-exempt.

c. An individual listing of eligible donees per l4 USC 641(a) is shown in the "Cumulative List of Organizations" described in Section l70(c) of the Internal Revenue Code of l954 and supplements. The publication is sold by the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402-9325.

4. Policy.

a. In the interest of efficiency and economy, it is preferred that donations be made through established GSA channels. When a request is received directly from a potential donee, the requestor is advised to refer the request to the state agency for surplus property or GSA, as appropriate. The objective is to reduce the need for administrative efforts devoted to functions unrelated to Coast Guard missions. Therefore, encourage potential donees to work through normal donation channels.

b. Donations of excess personal property must contain a statement from the command that the policies and procedures contained in COMDTINST M16475.1 (series) have been considered and that donation is in compliance with all environmental laws and regulations.

c. Policies on donation to the Auxiliary are issued by Commandant (G-OPB). See Auxiliary Manual, COMDTINST M16790.l (series), paragraph 8-B.5.

5. Procedures.

a. ISCs, MLCs, commanding officers of Headquarters units, and ICPs should submit their request for donation to Commandant (G-CFM) for approval. The request should clearly indicate: (1) whether the proposed donee is eligible to receive the items

through GSA; (2) whether the proposed donee is certified as tax-exempt by the IRS (include a copy of the IRS Certificate when appropriate); and (3) the significant advantage to the accomplishment of Coast Guard missions to be realized by the donation.

b. Prior to donation by the Coast Guard, the property to be donated, whether reportable or non-reportable, must be reported to GSA for screening on an SF-l20. Copies of requests for donation should be attached. Commandant (G-CFM) includes a letter requesting the property be returned to the Coast Guard for direct donation if it remains available after the Federal screening process.

c. Copies of executed donation agreements and Title VI Assurances executed by the MLC or Headquarters unit must be forwarded to Commandant (G-CFM).

6. Standard Forms and Approvals Required.

a. Donation Agreement. The appropriate personal property donation agreement or vessel donation agreement must be signed by both recipients and Coast Guard representatives before donation is made. See enclosures (33) and (34).

b. Statement of Nondiscrimination. It is required by 33 CFR 24 that all donation documents issued by the Coast Guard include as an attachment the Standard DOT Title VI Assurances Statement, executed by a Coast Guard representative and the donee. See enclosures (33) and (34).

c. GSA Approval. GSA must approve the SF-123.

7. Care and Handling Costs. The cost of care and handling incident to donation (including packaging, preparation for shipment, loading and transportation) must be paid by the donee. When the charges for costs other than transportation are insignificant ($25 or less), the reimbursement charges may be waived.

8. Compliance Reviews. It is required by 33 CFR 24, Section 24.25, that reviews be conducted periodically to determine whether recipients are complying with the non-discrimination provision.

ISCs, MLCs, commanding officers of Headquarters units, and Commandant (G-CFM) are responsible for initiating reviews. This requirement is satisfied by appropriate documents indicating assurances in each instance of repetitive donations made, and by thorough investigation when complaints are received. Conduct prompt investigations when compliance reviews, reports, complaints or any other information indicates a possible failure to comply with this regulation.

9. Recall of Property. If a compliance review, report, complaint or any other information indicates a possible failure to comply with the nondiscrimination provision, ISCs, MLCs, or commanding officers of Headquarters units must determine the circumstances surrounding the matter. If noncompliance is indicated, the donee is to be informed and the matter resolved by informal means when possible. If not resolved within a reasonable period, i.e., 90 days, Commandant (G-CFM) must be advised of the circumstances and provided a firm recommendation regarding the recall of the property.

H. Abandonment and Destruction.

1. General. Except for property described in paragraphs 8-H-4 and 8-H-5 of this manual, do not abandon or destroy property unless it has been stated in writing that:

   a. The property has no commercial value.

   b. The estimated cost of continued care and handling would exceed the estimated proceeds from its sale.

   c. Donation of the property is not feasible. Abandonment or destruction must not be made in a manner detrimental or dangerous to public health or safety, or infringe on the rights of others. See COMDTINST M16475.1 (series) before abandonment or destruction of historic personal property considered objects, or structures per the National Historic Preservation Act (NHPA) and the National Environmental Policy (NEPA).

2. Reviewing Authority (Findings).

   a. District Office and District Unit. The unit commanding officer or officer-in-charge makes required findings, which must be reviewed and approved by the ISC or MLC, for abandonment or destruction of surplus personal property having

a total original cost from $500 to

$25,000. See enclosure (26) for a sample abandonment and/or destruction form.

b. ISCs, MLCs, and Headquarters Unit. In the case of an ISC, MLC office, or Headquarters unit, such findings will be reviewed and approved by the commander or commanding officer. See enclosure (26) for a sample abandonment and/or destruction form.

c. Commandant (G-CFM). When a line item of property proposed to be abandoned or destroyed (at any one location, at any one time) had an original acquisition cost of more than $25,000, the findings are submitted to Commandant (G-CFM) for approval prior to abandonment or destruction.

3. Notice of Proposed Abandonment or Destruction. Except as provided in paragraphs 8-H-4 and 8-H-5, property will not be abandoned or destroyed until a public notice of such action has been made. Such notice will be given in the area in which the property is located, which will contain a general description of the property to be abandoned or destroyed, and will include an offering of the property for sale.

4. Abandonment or Destruction Without Notice.

a. Property may be abandoned or destroyed without notice upon a written finding that immediate abandonment or destruction of the property is necessary or desirable, and is in the public interest due to its nature or the expense/difficulty of its care and handling.

b. When a line item value of the property to be abandoned or destroyed has a total original cost of less than $500, it is presumed that immediate abandonment or destruction without notice is justified by reason of the expense/difficulty of its care and handling. See enclosure (26) for a sample abandonment and/or destruction form (CG 5598).

5. Abandonment or Destruction of Expendable Property. Property such as obsolete and unclassified navigation charts, electric light

bulbs, radio tubes, fuses, resistors, air filters, dust cloths, and teletype part replacements, which have been rendered unserviceable may be abandoned or destroyed without public notice when accumulation of the property for disposal or rehabilitation is not economical or in the best interest of the Government.

6. Disposal by Sale. Surplus property, contractor inventory, and exchange/sale property (not required by OGAs) must be reported to GSA Regional Offices or DRMOs for disposal by sale. Use forms prescribed by those activities. Sales may not be conducted by Coast Guard activities without prior approval from

GSA, except for sale of recyclable materials as specified in COMDTINST 16477.4. Contact GSA and DRMOs for guidance in conducting sales.

a. Authority. Contracting officers are authorized to conduct sales of surplus property after obtaining GSA concurrence.

b. Small Lot Sales. After notifying the appropriate GSA regional office, ISCs, MLCs, and commanding officers of Headquarters units may arrange with their contracting officer to sell small lots of personal property, where the estimated proceeds from the sale will not exceed $5,000. Section 101-45.304-3 of the FPMR provides detailed instructions for conducting small lot sales.

c. Criteria for Sale. Use the following formula when there is a question whether property should be abandoned, destroyed, or sold by the Coast Guard:

(1) Estimate the gross sales value of the property, based on previous experience, advice of merchants, specialists, etc.

(2) Estimate any collection, segregation, and processing costs.

(3) Estimate sales preparation costs, exclusive of supervisory and administrative overhead.

(4) Compute direct sales overhead at 15 percent of

subparagraph (3) above.

(5) Formula: (1) minus ((2) plus (3) plus (4)) equals estimated net sales value.

NOTE: When the determined net sales value shows a plus figure, process the items for disposal by sale. When it shows a minus figure, compare the net sales value with the estimated cost of disposal by abandonment or destruction. If the latter estimate is less than the net sales value figure, the item should be abandoned or destroyed. If the estimated cost of disposal by abandonment or destruction exceeds the net sales figure, process the items for disposition by sale at the estimated gross sale value.

7. Who May Buy Property. All persons or organizations, other than those specified below, may purchase surplus property, contractor inventory and exchange/sale property:

a. Auctioneers and others under contract for the purpose of conducting sales, their agents, employees and immediate members of their household.

b. Military and civilian personnel of the Coast Guard whose duties include any functional or supervisory responsibility for or within the property disposal program, their agents, employees, and immediate members of their households.

c. Persons under 18 years of age.

I. Property Requiring Special Processing.

1. General.

a. Some property, because of its peculiar nature, has a potential effect on public health, safety, security, or impact on private industry. This property must be acquired or disposed of in other than a normal fashion. This section sets forth information on those items or categories of property, explains their peculiarities, and furnishes guidance for their disposal.

b. Chapter VIII of the Defense Reutilization and Marketing Manual (DOD 4160.21-M) may be used for guidance on other property requiring special processing.

2. Gifts to the Coast Guard. See the Financial Resource Management Manual (COMDTINST M7100.3 series), Chapter 5 for Coast Guard policy on the acceptance and accounting of gifts. Commandant (G-CFM) is responsible for all gifts to the Coast Guard.

3. Abandoned, Seized and Forfeited Property.

   a. Return. Units will attempt, by public notice or other means, to return abandoned property to its owner or to turn it over to local authorities having jurisdiction. Where possible, transfer forfeited property to the local or federal authorities enforcing the laws or regulations that caused forfeiture.

   b. Custody and Reporting. When abandoned or forfeited property cannot be disposed of as indicated above, retain the property and report on SF-120 to Commandant (G-CFM) or the appropriate ICP for use within the Coast Guard, or for reporting to GSA. Furnish the following information on the SF-120:

      (1) The date Coast Guard came into the possession of the property. It must be in Coast Guard possession 45 days before retention or disposal action can begin.

      (2) Whether property was voluntarily abandoned, forfeited other than by court decree or subject of a court proceeding and if so, the place and judicial district of the court from which the decree will be issued.

      (3) Existence or probability of lien or claim of lien and amount involved.

      (4) Charges incurred incident to care and handling.

      (5) If holding activity desires to retain the property, add statement of need and intended location of use.

   c. Permanent Acquisition for Coast Guard Use. When a requirement exists for the acquisition of abandoned, seized or forfeited property by Coast Guard activities, submit the SF-120 and a letter to Commandant (G-CFM) with the following information:

(1) A statement of justification.

(2) A statement indicating packing, crating, handling, transportation, storage charges, liens and other related costs as shown in FPMR 101-48.101.7, will be paid on pickup or when billed by the holding activity.

(3) For acquisition of seized property from the U. S. Customs Service, submit a letter request to the appropriate Headquarters program manager outlining the specific intended use of the property.

4. Controlled Substances (Drugs, Biologicals, and Reagents).

a. Definition.

(1) Controlled substances are defined as any narcotic depressant, stimulant, hallucinogenic drug, or other substance identified in paragraph 10-B-1 of the Medical Manual (M6000.1 series).

(2) Any other drug or substance which by law, treaty, convention, or protocol is to be controlled by the United States. Manual (M6000.1 series).

b. Condemned Controlled Substances. Controlled substances that have been condemned automatically become surplus and must be destroyed in accordance with paragraph 8-I-3.d of this manual.

c. Excess or Surplus Controlled Substances.

(1) Units. Report excess controlled substances in disposal condition code "1" to the ISC or MLC on a SF-120. All excess controlled substances in other than condition code "1" automatically become surplus and their immediate disposal by destruction in accordance with paragraph 8-I-4.d of this manual is authorized.

(2) ISCs and MLCs.

(a) Screen unit excess for reutilization purposes. If

not required within the ISC or MLC geographical area, report the controlled substances on SF-120 to Coast Guard Engineering Logistics Center (ELC) Baltimore for utilization or disposal instructions.

(b) Transfer Coast Guard excess controlled substances in condition code "1" to the nearest DRMO, or screen the below agencies in the local area. Effect transfers and send a copy of the transfer document to the appropriate GSA Regional Office:

1. Veterans Administration.

2. Department of Health and Human Services.

3. Department of Education.

4. Department of Interior.

(c) Any excess controlled substances in condition code "1" not transferred in accordance with subparagraph (b) above is surplus and immediate disposal is authorized in accordance with paragraph 8-I-4.d of this manual.

d. Destruction of Surplus Controlled Substances.

(1) Destruction of controlled substances is accomplished in accordance with section 10-B-3 of the Medical Manual (COMDTINST M6000.1 series).

(2) When controlled substances have been destroyed, the method and date of destruction, and the type and quantity destroyed must be certified by the officer charged with the destruction. Two witnesses must sign and date the following statement on the certificate of destruction below the signature of the certifying officer: "I have witnessed the destruction in the prescribed methods of the controlled substances cited above on the date stated."

(3) ISCs, MLCs, and Headquarters units will file such certificate(s) for record purposes.

5. Ensigns and Pennants. United States and foreign ensigns, Coast Guard colors and ensigns, union jacks and commissioning pennants, when unserviceable and beyond economical repair, must be burned. Note: Ensigns and pennants of historical significance will not be destroyed. These items will be handled per paragraph 8-I-19 of this manual.

6. Vehicles.

   a. ISCs, MLCs, and commanding officers of Headquarters units are the final approving authority on Reports of Survey and Reports of Excess Personal Property for motor vehicles.

   b. Dispose of excess motor vehicles through DRMO or GSA channels as appropriate.

   c. Disposal of motor vehicles as exchange/sale property is limited to GSA or diplomatic channels as appropriate.

   d. Submit a completed United States Government Certification of Release of a Motor Vehicle (SF-97) for each vehicle reported to GSA for disposal or exchange/sale. See FPMR 101.38.7.

   e. Submit a Vehicle Acquisition and Disposition Report (Form CG-4327) (RCN-SLS-3053) to Commandant (G-SLS) on completion of disposal action.

   f. See Part V, section 4-O of COMDTINST M4400.19 (series) and Coast Guard Motor Vehicle Manual (COMDTINST M11240.9 series) for more information on vehicle management.

   g. See COMDTINST M11240.9 (series) for information on the disposal of vehicle tags.

7. Boat Number Plates. Remove and destroy boat number plates from all small boats at time of disposal. Make positive destruction of these plates in the presence of a commissioned officer.

8. Coast Guard Seals. Coast Guard seals which become excess or unusable will be mutilated in the presence of a commissioned officer.

9. Emergency Rescue Beacons.

a. Prohibition. It is imperative that emergency rescue beacons used by the Coast Guard to transmit distress signals are not donated or sold to the public in a usable or reparable condition.

b. Description. Emergency Position Indicating Radio Beacons (EPIRBs), such as the CEFB-KODEN-948-01, are used by the Coast Guard to transmit distress signals and when used, transmit a signal identifying the vessel to which they are registered. If these units reach the general public, the result could be false distress messages and/or destructive interference to the emergency frequencies.

c. Disposal. ISC, MLCs, and commanding officers of Headquarters units must take necessary action to ensure that emergency rescue beacons no longer required for Coast Guard use are disposed of by demilitarization and then scrapping.

10. Cutters and Boats. Commandant (G-CFM) is the custodian of decommissioned cutters and boats and coordinates the numerous actions required for disposal. The CG YARD may store cutters and boats on a space available basis to clean up environmental contaminants and, if necessary, scrap vessels which cannot be disposed of by other means.

a. Stripping. The stripping of a boat or cutter prior to disposal will be performed to obtain items for which there is a known or expected requirement within the Coast Guard. The removals will be accomplished with care and in such a manner as to prevent damage or impairment to the use of the remaining equipment.

(1) Decommissioned vessels in the Yard are in the protective custody of the Chief, Administrative Department. However, Commandant (G-CFM) must authorize removal of all equipment or parts from such vessels. Removal assistance is available from the Industrial Department on a funded project order basis. All removal and shipping costs are chargeable to the requesting unit.

(a) Initial Request and Determination of Availability. All requests for equipment or parts from decommissioned vessels will be directed to the ELC Baltimore. Upon receipt of such a request, ELC Baltimore will:

1. Determine or confirm the availability of such equipment or parts. If available, determine removal-cost estimate.

2. Call Commandant (G-CFM) and request authorization to release the item. Ascertain whether replacement will be required.

3. Advise the requesting unit whether the item is available and authorized for release and provide estimated cost of removal.

4. If removal has been authorized, advise requestor to initiate a Requisition & Invoice/Shipping Document (DD-1149) to ELC Baltimore with pertinent information including item description, vessel involved, what Yard services are required, shipping or pickup information, accounting data for Yard services and shipping as applicable. Cite as authority, "Commandant (G-CFM)/ELC Baltimore phone conversation (date)." Under emergency circumstances a message to ELC Baltimore containing pertinent data may be used but a confirmation DD-1149 is required for record purposes. ELC Baltimore must forward a copy of DD-1149 to Commandant (G-CFM).

(2) Remove and return Industrial Plant Equipment (IPE) on loan, if any, from the Defense Industrial Plant Equipment Center, Memphis, TN.

(3) When it is known in advance of decommissioning that a cutter will be transferred or donated for historical purposes, the removal of items must be kept to a minimum in order to enhance the appearance of the vessel and the traditional aspect involved. Artifacts remaining on the vessel must be reported to Commandant (G-CP), and may be transferred on a loan basis.

(4) After stripping is accomplished and a boat or cutter is scheduled for transfer, donation or sale, no additional stripping can be done

without the authorization of Commandant (G-CFM). Verbal approval by Commandant (G-CFM) will suffice in emergencies.

(5) When Boards of Survey are convened for disposal of boats, items aboard intended for local use must be specified in the survey.

(6) Coast Guard ICPs provide instructions and funding for the removal, storage, or shipment of items required for system stocks.

(7) Remove and properly dispose of any perishable items or items considered hazardous to health and safety.

b. Asbestos Survey. An industrial Hygienist must conduct an asbestos survey of the vessel to determine the location, type, and condition of any asbestos (including friable asbestos) on board per guidance provided in the Asbestos Exposure Control Manual (COMDTINST M6260.16 (series). The hygienist provides the following information and action:

(1) Identifies where the asbestos is located on the vessel and provides a diagram of it.

(2) Identifies types of asbestos products used (asbestos insulating pipe sleeve, spray on, tape, cloth, etc.).

(3) Analyzes composition of asbestos insulating mixture. Example: 16% chrysotile in a cement mix insulating pipe sleeve.

(4) Provides qualitative assessment as to the condition of the asbestos insulation:

State of Existing Insulation	Friable	Non-Friable

Excellent
Good
Fair
Poor

(5) Conducts air sampling. Air samples should be collected during the survey by the hygienist and analyzed by an American Industrial Hygienist Association (AIHA) accredited laboratory using current acceptable analytical techniques. Air samples

should be collected in a manner that best represents or simulates conditions of potential exposure.

(6) Collects grab samples in the immediate vicinity of and on the asbestos insulation. An example is the dust sweepings from the floor and insulated exhaust pipes. These sweepings are collected in polyethylene zip-lock bags labeled with the appropriate Occupational Safety and Health Administration (OSHA) warning statement (29 CFR 1910.1001 (g)(2)(i)(ii)) and sent to an AIHA accredited laboratory for analysis of asbestos content. The preferable analytical method is petrographic analysis utilizing a polarized light microscope. The microscopist can quantify the results by percent of asbestos bodies appearing in the microscopic field. A concentration of 1% or greater of asbestos bodies found in the microscopic field constitutes a condition of contamination in the area where the asbestos insulation is located.

(7) Make assessment on:

(a) Specific engineering steps necessary to reasonably remove the potential for airborne asbestos exposure to persons on the vessel if it remains in service.

(b) Recommendations for decontamination, if environmental samples show the vessel to be contaminated.

(c) Specific recommendations with regard to the final disposition of the vessel.

(8) The cost of the survey is charged to remaining vessel operating funds. If such funds are not available, contact the designated program manager.

(9) Send the original asbestos survey report and the SF-120 to Commandant (G-CFM) with a copy to Commandant (G-WKS).

(10) Contact Commandant (G-WKS) for assistance selecting the hygienist and laboratory.

c. PCB And Radiological Statements. A certification statement must be provided with the SF-120 that Polychlorinated Biphenyls (PCBs) or radiological materials have been removed from the vessel or that the vessel does not contain any PCBs or radiological materials.

d. Surveillance. Proper surveillance of decommissioned Coast Guard cutters is the responsibility of the appropriate MLC and Headquarters units or their appointed custodians. Surveillance of a cutter is required during the storage period to prevent vandalism or theft and to ensure the cutter is securely moored. A cutter reported to Headquarters for disposal that sustains loss or damage will immediately be reported to Commandant (G-CFM). If the cutter has been reported to GSA or DRMO for sale, that office is notified by Commandant (G-CFM).

e. Inspection. The holding activity must provide equipment for easy accessibility to the cutter when inspected by a representative of or a prospective bidder.

f. Customer Relations. The custodian must extend courtesy and cooperation to all sales representatives and prospective bidders. Information furnished to prospective bidders must be limited to that contained in the sales invitation. Questions that cannot be answered by information contained in the invitation should be referred to GSA, the DRMO, or the Maritime Administration (MARAD), (agency handling the sale). Maintain a bidders' inspection log for each cutter. The required forms are furnished by GSA, DRMO or MARAD.

g. Donation.

(1) General. The Coast Guard will donate for operational use only such boats as are determined to be capable of passing boat inspection requirements (P.L. 519, 84th Congress) with a moderate expenditure consistent with the value of the boat. It is inconsistent with our mission for the Coast Guard to donate a boat that cannot be made to meet inspection standards at an economical cost.

(2) Statement Required from Donee. Prior to donation of a boat, the donee is required to submit a statement that the deficiencies determined by the Coast Guard must be corrected before the boat is operated. The statement must also indicate that the donee understands the boat is surplus and the Coast Guard is not responsible for any injury or damage caused due to the condition of the boat. Retain these statements in the disposal file.

(3) Donations to Boy Scouts.

(a) Vessels of 100 gross tons or over are not offered to the Boy Scouts before consultation with the Chief Scout Executive, Boy Scouts of America, 1325 Walnut Hill

Lane, Irving, TX 75038-3096, in accordance with the 1972 Agreement between the Boy Scouts of America and the Coast Guard.

(b) Commandant (G-CFM) determines which boats are donable to the Boy Scouts of America after required GSA screening. Boy Scout regulations require that all inquiries and applications for boats for scout use be reviewed by the National Director of Exploring or his designee.

h. Destruction of Boats. Dispose of unseaworthy boats, 40 feet and under in length, in condition codes F9 (poor), HX (salvage), or HS (scrap). This can be accomplished by salvaging usable parts and cutting the remainder into sections, or destroying them by other means to prevent their

use as boats. Refer the residue to the local Defense Reutilization and Marketing Office (DRMO) or local GSA scrap contractor if economically feasible. Otherwise, dispose of the residue locally as scrap in such a manner that reflects credit on the Coast Guard and prevents criticism by the public. Findings must be prepared to support such disposal.

11. Aircraft Parts/Flight Safety Critical Aircraft Parts (FSCAP).

a. Historical Records/Documentation. It will be the responsibility of the Military Services' generating activity to ensure all available historical records/documentation are included at the time of turn-in to DRMOs when FSCAPs are transferred to DRMOs for disposal processing from DOD inventory. FSCAP items lacking records/documentation, or for other reasons, will be mutilated. Normally, FSCAP items will be mutilated by the owning Service prior to turn-in to a DRMO.

b. FSCAP Codes. When a FSCAP item is transferred to DRMO for disposal, Block D or 27 of the DTID will cite the appropriate FSCAP code from those listed in enclosure (18) of this manual.

c. FAA Requirements. DOD makes no representation as to a parts' conformance with the Federal Aviation Administration (FAA) requirements. As a condition of transfer, donation, or sale of a FSCAP, prior to putting the parts into use, 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. Failure to comply with FAA requirements can result in unacceptable safety risk and also subject the purchaser to enforcement actions. The aircraft parts may not meet FAA design

standards, and/or may have been operated outside the limitations required under FAA 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.

d. Resell to Military Services. Parts that are unique to military application aircraft, which have been sold in the disposal

process, may be resold to the Military Services, authorized R/T/D/S customers, and Foreign Military Sales (FMS) with less than a fully-approved FAA documentation package as long as the sales contract notifies the buyer that the parts:

(1) Cannot be used on commercial application aircraft in absence of specific FAA approval; and

(2) Cannot be sold back to the DOD or to foreign governments/military without the records/documentation originally provided by DRMS at the time of sale.

e. Markings. Use markings to ensure demilitarization of parts or destruction of components considered dangerous to public health, safety, and security to include aircraft components and accessories; aircraft engines; aircraft and airframe structural components; aircraft launching and landing equipment; and, to include all associated repair parts.

f. Authorization for Removal. The initial authorization for removal of equipment or parts is issued by the responsible Headquarters division prior to issuance of disposal instructions for the aircraft. Do not remove additional equipment or parts without the approval of Commandant (G-CFM).

g. Aircraft Number Plates. Remove aircraft number plates from non-flyable aircraft and destroy in the presence of a commissioned officer. Document the destruction with a certification statement that cites the reason for destruction. Ensure that the certification is signed by an authorized Coast Guard official and is witnessed by a commissioned officer. Retain this statement as a permanent record of the unit. See enclosure (26) for a sample certificate of destruction.

h. Disposal. Coast Guard units disposing of end-of-service life/unserviceable aircraft repair parts/components will render the items unusable by crushing, smashing, shearing, cutting, breaking, melting, burning, slashing, or other effective means to render the item(s)

incapable of restoration, rehabilitation, or re-manufacture as

an item usable for its originally intended purpose before turn-in to any disposal activity.

i. Certification Statement. Turn-ins to disposal activities will be accompanied by a certification statement citing that the reason for the destruction and disposal action is due to end-of-service life and/or un-serviceability. The original of this statement will be retained by the unit as a permanent record. See enclosure (26) for a sample certificate of destruction.

12. Salvage and Scrap.

a. Salvage. Property in this condition is inspected to determine whether any components or parts for which a definite known need exists will be salvaged. The remaining property is processed for sale as scrap. All aircraft parts/components deemed scrap must be mutilated prior to sending out for sale as scrap.

b. Scrap.

(1) Scrap Programs. See Coast Guard Qualified Recycling Program Policy (COMDTINST 16477.5 (series)) for guidance on establishing unit recycling programs. Scrap material may be sold directly through the Qualified Recycling Program. Each unit should have a program for the regular collection and disposal of scrap through DRMO or GSA channels. Scrap metals should be segregated by content to promote their sales potential and referred to the nearest DRMO or GSA Regional Office for disposal. Scrap containing precious metals must be disposed of in accordance with section 8-O of this manual. Coast Guard contracting officers, after obtaining the concurrence of GSA, may conduct sales of segregated scrap.

(2) Unauthorized Use. Removal of Government property from the scrap pile for private use is prohibited. It denies the Government the opportunity to recover the value of the property.

c. Documentation. Remove property in a salvage or scrap condition from inventory and financial records.

13. Foreign Excess.

a. Policy. The disposal of Coast Guard foreign excess personal

property must be accomplished consistently with the foreign policy of the United

States. Agreements with OGAs for disposal of foreign excess personal property are negotiated whenever practicable. Full consideration must be given to making this property available to DOD users, or to GSA for selection and return to the United States for further Federal use or donation.

b. Definition. Foreign excess personal property means any excess personal property located outside CONUS, the Commonwealth of Puerto Rico, American Samoa, Guam the Trust Territory of the Pacific Islands, and the Virgin Islands.

c. Utilization and Reporting.

(1) Excess property located in a foreign country in condition code "1," "4," or better, having an acquisition cost of more than $l,000, must be reported to the appropriate ICP for disposal instructions.

(2) Determination that property is foreign excess must be made by the MLCs and commanding officers of Headquarters units having cognizance over such property. No determination is made until it is established that the personal property cannot be used within the Coast Guard or transferred to another agency of the United States Government. In this respect, consideration must be given to the location, nature, and value of the personal property, its potential use, and cost of packing, handling, and transportation.

(3) Personal property located in foreign countries is not subject to reporting to GSA. However, a program has been established where GSA representatives located in designated overseas locations screen foreign excess personal property made available on behalf of Federal agencies for return and use in the United States. Arrangements for shipment of selected items is accomplished by GSA. Cost for packing, handling, and shipment is charged to the receiving agency. Every effort must be made to use these services.

d. Disposal.

(1) General. In order that foreign policies of the United States may be effectively served in foreign countries, all disposal by sale, donations (including transfers to foreign countries), abandonment, or destruction must be coordinated with and approved by the appropriate Foreign Service Post, Department

of State. Where feasible, Coast Guard foreign excess property should be transferred to the nearest DRMO.

(a) Coast Guard activities contemplating a disposal action must provide pertinent information to the Foreign Service Post, Department of State, serving the area in which the foreign excess property is located. Information provided to the Foreign Service Post is also provided to Commandant (G-CI) except for contemplated disposal actions involving abandonment or destruction, administrative and housekeeping items, expendables and technical equipment having a unit value of $1,000 or less. No disposal action can be initiated until clearance is received from the Foreign Service Post and a period of 30 days has elapsed from the date of notification to Commandant (G-CI).

(2) Sale of Foreign Excess Property.

(a) Property having commercial value which is not transferred to OGAs must be disposed of by sale, provided the estimated cost of care and handling until the date of final disposition does not exceed the estimated proceeds from sale. Care and handling include preserving, protecting, storing, transportation for sale, and in the case of foreign excess personal property that would be dangerous to public health or safety, rendering such property harmless in order to effect its sale.

(b) Foreign excess personal property may be sold without

formal advertising when the proper authority approves a finding that, in so doing, such action would be most practicable and advantageous to the Government.

(c) All sales of Coast Guard foreign excess property must include a condition which forbids importation of the property into the United States.

(d) Forward proceeds from the sale of foreign excess by the Coast Guard to the Coast Guard Finance Center for deposit to Account 69F3875(02) (Suspense).

(3) Donation.

(a) Foreign excess personal property may be donated upon a written finding (reviewed and approved by proper authority) that the property has no commercial value, or that the cost of care and handling, including cost to sell, would exceed the estimated proceeds from sale.

(b) Foreign excess personal property must be donated in preference to abandonment or destruction. No donation will be made in a manner that is detrimental or dangerous to public health and safety, or that causes infringement on the rights of other persons.

(c) Donations should involve no expense to the U.S. Government. Eligible donees include: organizations; institutions; agencies of friendly foreign governments or subdivisions; and nonprofit scientific, literary, educational, public health, public welfare, or charitable institutions of friendly foreign countries, whose activities are not hostile to the interest of the United States.

(d) Donees are required to submit a written request for foreign excess property that includes a brief statement of the donee's activities, how the property will be used and that the property will not

be resold or used for purposes other than stated in the request.

(4) Abandonment or Destruction.

(a) Foreign excess personal property may be abandoned or destroyed upon a written finding reviewed and approved by proper authority when:

1. Property has no commercial value.

2. Estimated cost of its care and handling, including cost to sell, from the date determined as foreign excess to the estimated date of final disposition would exceed the estimated proceeds from its sale for any purpose.

3. Donation is not feasible.

(b) No abandonment or destruction of foreign excess personal property will be made in a manner which is detrimental or dangerous to public health and safety.

14. Hazardous Materiels and Wastes.

a. Disposal. Dispose of hazardous materiels and wastes per enclosure (35) and the Hazardous Waste Management Manual (COMDTINST M16478.1 (series)). MLCs, ISCs under the direction of MLCs and commanding officers of Headquarters units are responsible for the following:

(1) Ensuring that a support agreement is prepared with the Defense Reutilization and Marketing Service (DRMS) Operation East/West (formerly DRMRs) to provide the Coast Guard with the same level of support provided to the DOD military services for the disposal of hazardous and toxic materiels and wastes.

(2) Support agreements negotiated must be in compliance with current state laws, if any.

(3) Support agreements must clearly define responsibilities

for permits, manifests, transportation, treatment, storage, handling, disposal, and hazardous waste identification and testing. The generator, as defined by COMDTINST M16478.1 (series), must be identified. Please note that a generator who ships hazardous waste to an off-site treatment, storage, or disposal facility must comply with state laws in all states. They may (unless a conditionally exempt small quantity generator which is subject only to the special requirements of 40 CFR 261.5) also have to comply with 40 CFR 262 in those states which have not received interim authorization to operate a hazardous waste management system in lieu of the Federal program. Further, disposal sites must have an Environmental Protection Agency (EPA) or state permit for hazardous waste.

(4) Arrange for any funding required by the negotiated support agreement.

(5) Ensuring that hazardous materiels and wastes are properly labeled and stored in restricted areas until disposed.

(6) Ensuring that hazardous materiels and wastes are packed in DOT or DOD approved containers.

(7) Ensuring that all disposal turn-in documents contain the information required by enclosure (18).

15. Silver Service Furnishings. Silver service furnishings onboard decommissioned or inactivated cutters, as well as silver service located at shore units, are disposed of in accordance with procedures in enclosure (36).

16. Small Arms and Parts.

a. Transfer to SARF. All obsolete, excess, and non-standard small arms will be transferred to the Coast Guard Small Arms Repair Facility (SARF) for disposal per the Small Arms Manual (COMDTINST M8370.11 (series)). SARF will effect disposal by transfer to the appropriate DRMO or as directed by Commandant.

b. Other Disposal Actions. All broken, worn, or otherwise

unserviceable small arms parts will be disposed of per COMDTINST M8370.11 (series).

17. Expended Cartridges (Small Arms Type). A potential source of revenue to the Government is the brass used in ammunition shells (FSC Group 13, Expended Cartridges). MLCs, ISCs, and commanding officers of Headquarters units should, within operational requirements and capabilities, establish a central collection point at their commands for expended cartridges. The cartridges are segregated and reported by caliber. Report such cartridges quarterly as exchange/sales property on an SF-126 to your local GSA Federal Supply Service Bureau. See enclosure (37) for a sample SF-126. Proceeds from the sale must be deposited to the Budget Clearing Account (Suspense) CG 69F3875(02). Use Activity Location Code (ALC) 69001103 on all documents to indicate the station deposit symbol. See section 8-F. for exchange/sale provisions.

18. Used Ammunition Cans. Use the same procedures outlined in paragraph 8-I-16 above to dispose of used ammunition cans.

19. Artifacts. Historical artificats help illustrate the military, social and cultural heritage of the Coast Guard its predecessor agencies (Lighthouse Service, Life Saving Service, Revenue Marine, Bureau of Navigation and Steamboat Inspection Service, and Revenue Cutter Service). These items include but are not limited to lighthouse and lightship lenses, bells, life rings, life jackets, ball caps, engine order telegraphs, gyro compasses, brass citations, builders' plates, dodgers (if decorative), flags, pennants, ship's seals, ship's cachet, ship's bible, ship's (and other) silver, binnacles, clocks, chronometers, clinometers, compasses, shipbuilders' contract (and other) models, personal equipment, clothing, medals and insignia, weapons, aviation material, paintings and other

artwork, memorabilia, and any other items which represent the uniqueness of the service. See COMDTINST M16475.1 (series) for possible actions required under Section 106 of the National Historic Preservation Act before implementing any disposal action for the above items.

a. Reporting. All personnel who manage and dispose of Coast Guard

property must carefully screen and evaluate all material for historical significance. In-use artifacts must be reported in the Accountable Item Management (AIM) system for General Purpose (GP) property. In addition, personnel must report artifacts to Commandant (G-CP) as outlined in the Public Affairs Manual (COMDTINST M5728.2 series) and the Operating Facility Change Orders (OFCO). See section 3-D of this manual for additional information on the accountability of artifacts.

b. Excess. Forward a list of historical artifacts to Commandant (G-CP) when excess or at least 30 days prior to decommissioning or disestablishing of a unit. Artifacts are the property of the U.S. Coast Guard and any unauthorized transfer of artifacts is illegal. Artifacts will be shipped directly to the Coast Guard Exhibit Center, 7945 Fernham Lane, Forestville Business Park, Forestville, MD 20747, unless authorized otherwise by Commandant (G-CP).

20. Automation Equipment (AE) and Computer Software. AE includes general and special purpose automatic data processing equipment, such as word processors and other information processing devices. Computer Software (CS) is any computer program, procedure, rule, or routine specifically designed to make use of and extend the capabilities of AE. Dispose of AE and CS as follows after screening required by section 4-C-3 of this manual is accomplished:

a. AE less than $1,000,000. Turn in AE with an original acquisition cost of less than $1,000,000 to DRMO. Include the following statement on the D

"This equipment has completed screening as required by the FIRMR, Part 201-33 and has been determined to be surplus."

b. AE $1,000,000 or More. Report AE with an original acquisition cost of $1,000,000 or more to the appropriate GSA Regional Office for screening on an SF-120. If determined surplus by GSA, report the AE to DRMO and include the following statement on the DTID:

"This equipment has completed screening as required by the FIRMR, Part 201-23 and has been determined to be surplus per GSA Case

Number _____ (show case number assigned by GSA) and should be disposed of as surplus to the needs of the Federal Government."

c. Computer Software (CS). Report copyrighted/patented AE software to Defense Automation Resources Information Center (DARIC) for screening, if applicable. Software not reutilized and software not authorized for screening through DARIC must be destroyed or returned to the vendor by the reporting unit.

J. Loan of Personal Property.

1. General. In the interest of promoting and maintaining a high degree of cooperation with OGAs, such Coast Guard personal property that may be helpful in the performance of official duties may be loaned to any Federal agency. In addition, to promote good will between the Coast Guard and the public, with prior approval of Commandant (G-CP), Coast Guard artifacts may be loaned to not-for-profit IRS approved museums and historical societies, as well as public bodies, for prominent public exhibition. See the Public Affairs Manual (COMDTINST M5728.2 (series)) and enclosure (3) for details of loan procedures. Cite the appropriate Report of Survey or other initiating document number on the loan agreement as applicable. Forward proposed loan agreements for personal property other than historical artifacts to Commandant (G-CFM) for approval. Forward proposed loan agreements for artifacts to Commandant (G-CP) for approval.

2. Guidelines. See COMDTINST M16475.1 (series) for possible actions required under Section 106 of the National Historic Preservation Act before processing any request for personal property eligible for the National Register. Personal property may be transferred on a loan basis in accordance with the following guidelines:

a. The loan of Coast Guard property must be in the public interest, the borrower must have a bona fide need for the property, and such property is not readily available through the borrower's normal supply channels.

b. Loans of Coast Guard property to OGAs, other than artifacts, are made at the discretion of the ISC, MLC, or the commanding officer of the Headquarters unit. In emergencies, a commanding officer may authorize transfer of Coast Guard property on a loan basis without prior approval, but should forward notification of such loans to the ISC, MLC, or

commanding officers of Headquarters units for review purposes. Coast Guard property will not be loaned to OGAs when its release interferes with normal operational requirements during the period. Such property would not be available for Coast Guard use.

c. Property furnished on a loan basis is subject to recall at the discretion of the Coast Guard and subject to return in the same condition as when loaned (normal wear and tear accepted). The initial loan period must not exceed 25 years. However, the loan may be renewed for additional 25-year periods.

d. Any cost incidental to transfer of property on a loan basis from and back to the Coast Guard is charged to the agency requesting the property.

e. When loaned property is not returned or returned in a damaged condition, the Coast Guard will be reimbursed for the cost of the item or the cost of restoring the item to the same condition as when loaned. Reimbursement may be specifically waived when:

(1) The property was furnished in connection with a joint venture involving the Coast Guard.

(2) When the property at time of return, is excess to Coast Guard requirements.

(3) When such waiver is determined by the ISC, MLC, or commanding officer of the Headquarters unit to be in the public interest. In the case of artifacts, such waiver is determined by Commandant (G-CP).

K. Tagging of Items. Affix an Excess Personal Property Tag (CG-4342), to each item or group of identical items, until final disposition has been accomplished by GSA or DRMO.

L. Demilitarization/Mutilation.

1. Definition. The act of destroying the military offensive or defensive advantages inherent in certain types of materiel. The term includes mutilation, dumping at sea, scrapping, burning, or

alteration designed to prevent the further use of such materiel for its originally intended military or lethal purpose. Note: Historic firearms will not be permanently demilitarized. Contact Commandant (G-CP) for further information.

2. Requirements. Coast Guard property which has lethal characteristics or is dangerous to public health and safety must be withheld from public sale to prevent further use. Demilitarize/mutilate such items by crushing, smashing, shearing, cutting, breaking, removing of key parts, melting, burning, slashing, or other effective means to the extent necessary to render the item innocuous, and to prevent its use, restoration, rehabilitation, or remanufacture as an item usable for its originally intended purpose. Demilitarization or mutilation is not

required with property which is being transferred to OGAs for utilization purposes. If an item is a FSCAP and can be used by a DOD or Federal organization, all historic documentation must accompany the item.

3. Coverage. The arms, ammunition and implements of war subject to these instructions include, but are not limited to:

   a. Category I - Firearms. All firearms to .50 calibers inclusively and all components and parts (silencers, bayonets, rifle scopes).

   b. Category II - Guns. Guns over .50 calibers (howitzers, mortars, recoils, rifles, flame throwers, projectors, components, and parts).

   c. Category III - Ammunition. Ammunition for arms in Categories I and II above, cartridge cases, powder bags, bullets, jackets, cores, shells, primers, boosters, fuses, and other detonating devices, belting and linking machines, manufacturing and loading machines.

   d. Category IV - Bombs. Torpedoes, bombs, grenades, rockets, depth charges, mines, demolition blocks, and blasting caps. Apparatus, devices and materiel for handling, control, activation, detection, protection, discharge, or detonation of articles in this category, including launching devices.

e. Category V - Propellants, Explosives. Propellants for articles in Categories III and IV, military explosives, fuel thickeners, pyrotechnics.

f. Category VI. Cutters, warships, landing craft, patrol, or auxiliary vessels, service craft, floating dry docks. Turrets, gun mounts, arresting gear, catapults, components, parts, and accessories designed for combatant vessels. Nets, mine sweeping equipment, detention devices, components, parts, and accessories.

g. Category VII - Military Vehicles. Military type armed and armored vehicles, trucks, trailers, hoists, mobile repair shops designed to service military equipment, amphibious vehicles, components, parts, and accessories.

h. Category VIII - Aircraft and Associated Equipment. Aircraft, spacecraft, engines (except reciprocating), airborne equipment, launching, arresting and recovery equipment, parachutes, components, parts, and accessories.

i. Category IX - Military Training Equipment. Trainers and training devices, components, parts, and accessories.

j. Category X - Protective Equipment. Military oxygen mask, crash helmets, liquid oxygen converters (aircraft), catapults, components, parts, and accessories.

k. Category XI - Electronics. Electronic equipment bearing a military designation for radar (active and passive counter measures), underwater sound detection, computers, navigation, guidance, telemetering and communications, components, parts, and accessories.

l. Category XII - Fire Control and Range Finder Equipment. Fire control equipment, range position and height finders, spotting instruments, aiming devices (gyroscopic, optic, acoustic, electronic), bombsights, gun sights, and periscopes for the articles in this section.

m. Category XIII - Auxiliary Equipment. Aerial and special

purpose military cameras and specialized processing equipment, cryptographic devices, self-contained diving and underwater swimming apparatus and components, and armor plate.

n. Category XIV - Toxicological Agents and Radiological Equipment. All military toxicological and lethal agents and gases, military equipment for the dissemination, detection, and defense therefrom.

o. Category XV - Helium Gas. Contained helium and admixtures thereof.

p. Category XVI - Nuclear Weapons.

q. Category XVII - Classified Articles.

r. Category XVIII - Technical Data. Technical data relating to the articles designed in this section as arms, ammunition, and implements of war.

s. Category XIX - Miscellaneous Articles. Any items listed in Categories I through XVIII above in a partially completed state that have reached a stage in manufacture when they are clearly identifiable as arms, ammunition, and implements of war.

M. Obliteration of Markings.

1. Units are responsible for the obliteration or removal of all identifying Coast Guard markings on their excess and surplus personal property (including boats, cutters and aircraft) designated for disposal by transfer, donation, sale,

scrapping, or abandonment, unless specifically authorized to the contrary by Commandant (G-CFM).

2. Aircraft transferred to the Military Aircraft Storage and Disposition Center (MASDC), Davis-Monthan AFB, are exempted. MASDC will obliterate markings on all aircraft leaving their control unless specifically authorized otherwise by Commandant (G-CFM).

3. Removal of markings may be accomplished by painting, stencilling, or other appropriate means.

N. Trading Stamps.

1. Acquisition and Forwarding. Coast Guard unit acquiring trading stamps as a result of Government purchases must accumulate and forward the stamps to MLC commander (p) or commanding officer ISC (p) monthly. ISCs, MLCs, and Headquarters units will accumulate trading stamps until a sufficient quantity is on-hand for redemption purposes. See enclosure (5) for information on preparing a transfer document.

2. Redemption. MLC commander (p), commanding officer ISC (p), and Headquarters units redeem stamps for morale and recreation equipment as needed. When it is known that sufficient trading stamps will not be accumulated by one of the aforementioned units, for the redemption purposes stated above, the unit must forward the stamps to Coast Guard Training Center Cape May or MLC commander (p), whichever is closer. The stamps forwarded to the CG MLC PAC (p) are used for equipment to be assigned to the Coast Guard Training Center Petaluma.

O. Precious Metals.

1. General. The proper accounting, recovery, utilization, control, safeguarding, and disposal of precious metals saves the Government money. The market value of precious metals far exceeds recovery costs. Use of precious metals as Government Furnished Material (GFM) in Coast Guard contracts may also result in substantial savings to the Government. See Part V, section Y of COMDTINST M4400.19 (series) for requisitioning procedures.

2. Policy. Coast Guard activities will use the services of the Defense Logistics Agency (DLA), Defense Reutilization and Marketing Service (DRMS), Battle Creek, MI, to obtain assistance in the recovery and disposal of precious metals for compliance with FPMR 101-45.10. Participation in the Precious Metals Recovery Program is mandatory for all units.

3. Procedures. Enclosure (30) provides for logistical support services in the recovery and use of precious metals. This

agreement is compatible with enclosure (36). ISCs, MLCs, and commanding officers of Headquarters units must:

a. Provide Commandant (G-CFM) with a contact point for the recovery of precious metals.

b. Provide Commandant (G-CFM) with a list of activities generating recoverable precious metals, annual quantities generated, name, address, and telephone number of the contact points at the activity generating the precious metals. Provide updates to Commandant (G-CFM) as necessary.

c. Remind all accountable property and supply officers of the importance of their assigned responsibilities in maintaining stringent control over valuable metals.

d. Use precious metals on-hand to the fullest extent.

e. Ensure maximum security of all valuable metals.

f. Comply with provisions of the Memorandum of Understanding (MOU) between the DRMS and the Department of Transportation. See enclosure (38).

g. Contact the appropriate Disposal Service Representative listed in enclosure (30) to assist in identifying precious metals and methods of recovery.

P. Batteries (Zinc Air Primary, Lithium-Sulfur Dioxide, Lead Acid, Nickel-Cadmium Pocket Plate, and Others). See the Hazardous Waste Management Manual (COMDTINST M16478.1 (series)).

Q. Lost, Abandoned, or Unclaimed Personal Effects.

1. Personal Effects. Personal effects include articles having an intimate relation to the owner. Personal effects may include Coast Guard-owned special clothing and equipment, uniform clothing, money, negotiable and non-negotiable instruments (bonds, checks, wills, deeds, etc.), miscellaneous articles of intrinsic, sentimental, and utility value (jewelry, fountain pens, cameras, medals, etc.), and perishable items such as tobacco, food, and beverages. See Chapter I, Transportation Manual (COMDTINST M4600.11 (series)), for transportation and storage of lost, abandoned, or unclaimed

personal effects and other privately owned personal property, such as motor vehicles, mobile homes, trailers, boats, and household goods.

2. Lost and Found Offices. These instructions do not preclude the prompt return through lost and found offices or otherwise, of property lost, misplaced, or inadvertently abandoned by residents of Coast Guard activities or patrons of such activity facilities as theaters, restaurants, clubs, athletic arenas, etc. If the commanding officer or officer-in-charge of afloat and ashore units determine that property cannot be returned to owners within a reasonable period of time, process it in accordance with this section.

3. Privately Owned Property. Only privately owned property applies. Misplaced Coast Guard property is returned to stock and if excess or unserviceable, the property is disposed of in the normal manner.

4. Inventory Board.

   a. When privately owned personal effects are found on or come into custody or control of the Coast Guard and have apparently been lost or left unclaimed for any reason by the owner, the commanding officer or officer-in-charge appoints a board of one or more commissioned or non-commissioned officers or civilians. The board examines the property and records the inventory on Personal Effects Inventory and Disposition (CG-3853). The inventory board removes any classified matter, indecent material, and any articles likely to injure personnel from the personal effects. The material so removed is not recorded on the inventory and is disposed of in such a manner as may be approved by the officer who appointed the board. The board conducts diligent inquiries to ascertain or locate the owner or owners (or their heirs), next of kin, or legal representative. Pending inquiries, the property is afforded safekeeping by the activity having physical custody to prevent theft, pilferage, or unwarranted deterioration. Property in this category which the board has been able to identify as belonging to an individual, by reason of name, service number, or other identification, is segregated and tagged with the name of the person believed to be the owner. Toilet articles, cosmetics, used or soiled personal items, and undergarments having no value except to the original owner are excluded.

List these items on form CG-3853 and discard them, and note such action on the inventory listing.

b. When the Owner has Been Determined.

(1) The property may be claimed by the owner, his heirs or next of kin, or his legal representative at any time prior to disposition. If

subject property is claimed by anyone other than the owner, the transmittal letter or document must contain the following statement:

"The action of the Coast Guard 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)."

(2) If the property is not claimed, or if the owner, his heirs or next of kin, or his legal representative are not found, the property may not be disposed of until the expiration of 45 days following the date when notice giving the intended disposal date is sent by certified or registered mail to that person at his last known address. Include a statement similar to the following in the notice:

"In conformity with the provisions of Title 10 USC section 2575, you are hereby advised that the property described above will be disposed of on (date and location). A request for the return of the property will be honored if received prior to the date specified. Request for return of the property after the specified date will be honored only if disposition has not been made."

(3) If the board determines that packing, handling, transportation, or other charges are not a responsibility of the Government, modify the above statement to so advise the prospective recipient. In this instance, indicate the manner in which payment for these charges will be made.

(4) The board may, at its discretion, include with the notice specified in paragraph 8-Q-4.b.(2), a release document substantially in the format shown in enclosure (39). If the release document, properly executed, is returned by the owner, his heirs or next of kin, or legal representative, the material listed thereon becomes the property of the Government and is processed through normal disposal channels. See enclosure (40).

c. When the Owner Has Not Been Determined. When diligent efforts to determine the owner, his heirs, or next of kin, or his legal representative are unsuccessful, the property may be turned-in to the Defense Reutilization and Marketing Office (DRMO) for immediate disposition. The exception is property with a fair market value of $300

or more. It may not be turned into the DRMO for disposition until 45 days after the date it is received at the designated storage point. Storage, unless otherwise specified, is at the installation having physical custody of the property. See enclosure (40).

d. Uniform Items. Uniform items are not turned-in to the DRMO but sold at public auction to authorized personnel by the commanding officer or officer-in-charge. Uniform items not disposed of by sale are destroyed.

e. Reclaiming Property From DRMO. Subsequent to turn-in and prior to disposal by the DRMO, the board may reclaim property by submitting a properly completed requisition. The requisition document must reflect certification that property is being acquired for return to the legal owner.

5. Transfer to DRMO. When lost or unclaimed privately owned personal property is transferred to a DRMO, the following information must be provided:

a. A copy of CG-3853 for use in establishing accountability. Determination of the fair market value of this property will be made according to its original purpose as opposed to its scrap value.

b. Name of owner, if known.

c. A statement in the remarks section of the turn-in document indicating that l00 percent of the proceeds from sale will be deposited in account 69l060.

d. A properly executed release document or a finding. The finding is a clear and concise statement of the facts established, and the conclusions of the board. The findings should show that the requirements of paragraph 4. above have been fulfilled.

6. Perishable Items. Perishable items such as tobacco, food, and beverages found among the personal effects will be sold at public auction by the commanding officer or officer-in-charge first receiving the personal effects from the inventory board.

7. Disposition of Monies. When the owner, next of kin, heir or legal representative is known, money found in the personal effects and money derived from the sale of perishable personal effects, such as tobacco, food, and beverages, will be forwarded to the owner, next of kin, heir, or legal representative either by check or registered mail. When the owner, next of kin,

heir, or legal representative cannot be determined such monies are deposited to the credit of account symbol 69l060, Forfeiture of Unclaimed Money and Property, as prescribed in Accounting Manual (COMDTINST M7300.6 (series)), Part II, chapter 8. A copy of Collection Receipt (CG-2688) issued by the collection clerk receiving the deposit is forwarded to Commandant (G-PS) under letter of transmittal making reference to form CG-3853.

8. Disposition of Negotiable and Non-Negotiable Instruments. Disposition of negotiable and non-negotiable instruments found in personal effects that cannot be sold are returned with a letter of explanation as stated below:

a. U.S. Government Bonds
Bureau of Public Debt
P.O. Box l328
Parkersburg, WV 26l06-l328

b. U.S. Government Checks (Issuing Treasury)
Disbursing center for handling as undeliverable checks.

c. Postal Money Orders
U.S. Postal Service
Money Order Division
Po box l4965
St Louis, MO 63l82-9423

d. Commercial Checks. The bank upon which drawn.

e. Bank Books. The bank that issued the book.

f. Commercial Stocks and Bonds. The corporation that issued the stocks or bonds.

g. Insurance Policies. The insurance company that issued the policy.

h. Deeds. The municipality where recorded.

i. All Others. Refer the matter to legal, furnishing all information available that may assist in making a decision.

9. Organizational Items. Organizational items such as foul weather jackets, safety equipment, recreational gear, or clothing found among personal effects should be turned-in to the issuing office for reissue.

10. Buying Back Lost Personal Effects. If lost personal effects are found after a claim has been paid, the owner may elect to recover some or all of the property. A repayment of the amount paid to him must be made to the Coast Guard, or he can disclaim interest in "buying back" anything. When the member chooses the latter, the personal effects become Government property and are disposed of through normal channels.

11. Personal Effects of Personnel Deceased, Captured, Missing, or Incapacitated Physically or Mentally. See Personnel Manual (COMDTINST M1000.6 (series)), Chapter 11.

12. Personal Effects of Absentees and Deserters. See Personnel Manual (COMDTINST M1000.6 (series)), Chapter 8.

CHAPTER 9. MANAGEMENT REPORTS

A. Purpose. This chapter gives reporting requirements pertaining to the utilization and property disposal operations of the U.S. Coast Guard.

B. Objective. The basic objective of these reporting requirements is to establish a uniform reporting system which provides:

1. Management data required to fill statutory and Other Government Agency (OGA) reporting requirements imposed on the Department of Transportation (DOT).

2. Complete, timely and accurate statistical data necessary for management evaluation of Coast Guard's Utilization and Property Disposal program.

C. Required Reports.

1. Annual Report - Utilization and Disposal of Excess and Surplus Personal Property. Form DOT F 4400.1 (RCN-4570-1). See enclosure (31).

a. Submit an annual report of utilization and disposal of excess and surplus property to Commandant (G-CFM) by 31 October of each year. Integrated Support Commands (ISCs), Maintenance and logistics commands (MLCs), commanding officers of Headquarters units, and Inventory Control Points (ICPs) must submit a consolidated report for all units within their command. Reports must include all property disposed of by district, integrated support commands, and MLC units. This includes property scrapped, abandoned, and transferred to other Coast Guard units, or OGAs by units located within each ISC and MLC geographical area. Negative reports are also required.

b. The following instructions complement or supersede the instructions on the reverse side of DOT F 4400.1:

(1) General. The cut-off date for analysis of data used in preparing the report is 30 September.

(2) Line 1. Report the total acquisition cost of Coast Guard

excess and surplus property on-hand at the beginning of each reporting period including reportable, non-reportable and surveyed materiel. The dollar figure reflected on line 1 of the current report must be the same as the dollar figure shown on line 12 of the report for the previous reporting period. Make adjustments on line 2.

(3) Line 2. Explain all net adjustments regardless of dollar value.

(4) Line l0.d. List each donation indicating item donated and donee.

2. Annual Summary Report of Personal Property Exchange or Sale Transactions. Form DOT F 4410.6 (RCN-4540-1). See enclosure (41).

a. Within 60 days after the fiscal year close, ISCs, MLCs, Headquarters units, and ICPs must submit enclosure (41) to Commandant (G-CFM) on the exchange/sales transactions of personal property. See section 8-F of this manual for categories of property eligible for exchange/sale. Negative reports are required.

b. The report must show transactions in two categories as noted below: reports are required.

(1) In the United States, District of Columbia, Guam, the Trust Territory of the Pacific Islands, and the Virgin Islands.

(2) In all other areas of the world.

3. Annual Report of Non-Federal Recipient of Excess and Surplus Property. Letter report (RCN-4570-2). See enclosure (42).

a. Public Law 94-519 requires each executive agency to submit an annual letter report (Interagency Report Control Number 0154-GSA-AN) to GSA indicating personal property obtained as excess property or as property not excess to the owning agency that is subsequently furnished in any manner, to any recipient

other than a Federal agency. ISCs, MLCs, commanding officers of Headquarters units, ICPs, and certain divisions in Headquarters are required to submit reports to Commandant (G-CFM) by 30 November each year.

(1) The reports will not include property determined to be surplus under the provisions of FPMR 101-44 or 101-45. Negative reports are required.

(a) Name and address of recipient.

(b) Total government acquisition cost of all property furnished to that recipient.

(c) Identification of item by the two-digit FSC Group Number.

(d) The purpose for which property was furnished to the recipient and the type of recipient, e.g., cost-reimbursement type contractor, fixed-fee type contractor, project grantee, Indian tribe, state cooperative agency, leasee, licensee, permittee, etc.

(e) The total dollar amount deposited to the U.S. Treasury during the fiscal year as miscellaneous receipts where reimbursement is required by FPMR 101-43.320(b)(1).

(2) Reporting activities must maintain surveillance to ensure eligibility of recipients as well as receipt of reimbursement as required. 101-43.320(b)(1).

4. Annual Report of Survey Activity. Letter report (RCN-4500-6). See enclosure (43).

a. DOT Order 4410.4 (series) (Equipment Management and Control) requires each Departmental element to submit an annual letter report to the Assistant Secretary for Administration (ATTN: M-44) indicating the beginning and ending fiscal year inventory value and the below listed Report of Survey information. ISCs, MLCs, commanding officers of Headquarters units, ICPs, and certain divisions in Headquarters are

required to submit reports to Commandant (G-CFM) by 15 October each year. Negative reports are required.

(1) Total acquisition cost of items that could not be located during required physical inventories, such as, relief of custodian. custodian.

(2) Total number of Reports of Survey processed during the fiscal year.

(3) Total acquisition cost of items processed on Reports of Survey during the fiscal year.

(4) Number of Reports of Survey in which all parties were relieved of any liability or responsibility for the loss, damage, or destruction.
custodian.

(5) Number of Reports of Survey in which an individual(s) was(were) held pecuniary liable.

(6) Total acquisition cost of property on Reports of Survey in which an individual(s) was(were) held pecuniary liable.

b. Commandant (G-CFM) will be responsible for providing the Office of the Secretary (M-44) with the acquisition cost of the total inventory on hand at the beginning and end of the fiscal year.

D. Reporting Schedule.

REPORT	DATE DUE COMDT (G-CFM)
1. Annual Report of Survey Activity (Letter)(RCN-4500-6).	15 October
2. Annual Report - Utilization and Disposal of Excess and Surplus Personal Property (DOT F 4400.1) (RCN-4570-1).	31 October

3. Annual Report of Excess Personal Property provided to Non-Federal Recipients (Letter) (RCN-4570-2). 30 November

4. Annual Report of Exchange/Sales Transactions (DOT F 4410.6) (RCN-4540-1). 30 November

Glossary of Terms

Abandoned or Unclaimed Property	Personal property that is found on premises owned or leased by the Government and subject to the filing of a claim thereof by the former owner(s) within 3 years from the vesting of title in the United States.
Accessorial Costs	Expenses of packing, handling, and crating; transportation; port loading and unloading, and positioning.
Accessory Item	An item, which facilitates or enhances the operation of equipment but which is not essential for its operation, such as remote control devices.
Accountable Area	An area, defined by organizational or geographical limits, for which a discrete set of formal property accountability records is maintained under the jurisdiction of a designated (in writing) Property Accountable Officer (PAO).
Accountable Item Management (AIM)	AIM is an integrated property accountability system that serves as the official record of Coast Guard personal property and is maintained by CG OSC Martinsburg, WV.
Accountable Property	A term used to identify personal property,

which is recorded in a formal property accounting system and is controlled by an identification system and supporting records from its acquisition through disposal.

Accountable Property Officer (APO) An individual designated in writing to maintain the formal, official record of all property in accordance with the agency's prescribed system.

Accountable Property Records Formal records of personal property, which assign specific responsibility for control to an APO. Such records may control single items or aggregates of similar property.

Accountability The obligation imposed by law, lawful order, or regulation, accepted by a person for keeping accurate records to ensure control of property, documents or funds, with or without possession of the property. The person who is accountable is concerned with control while the person who has possession is responsible for custody, care, and safekeeping.

Acquire/Acquisition To obtain personal property in any manner from any source, including: purchase, transfer, donation, manufacture, construction, condemnation, or production at Government-owned plants or facilities to be used to satisfy the need (requirement) to support a program.

Acquisition Cost The unit price of an item as it is recorded in the financial and accounting records of a holding agency. It's the amount paid for property, including transportation costs, net any trade and cash discounts.

Agency-Peculiar Property Personal property that is peculiar to the mission of one agency.

Glossary of Terms

Approving Official — An individual who has final authority to approve findings and recommendations; normally used in the approval or disapproval of findings and recommendations of the Survey Officer or Survey Board on Reports of Survey for Lost, Damaged, or Destroyed Property. Also used in approval/ disapproval of new acquisitions.

Asset — A single item of property held/owned by an organization.

Authority — The power to take actions or approve actions of others.

Automation Equipment (AE) — Any equipment or interconnected system of subsystems of equipment used in the automatic acquisition, storage, manipulation, management, movement, control, display, switching, interchange, transmission, or retrieval of data of information, and accessorial devices used in support of data processing. Also referred to as Automatic Data Processing Equipment (ADPE) or Federal Information Processing (FIP) equipment.

Auxiliary Item — An item without which the basic unit of equipment cannot operate, such as motors for pumps and machine tools.

Bin Location — A file that specifically identifies the physical location where each item in the inventory is stored.

Board of Survey — An individual, committee or panel, appointed by an authorized senior management official, typically consisting of one to three members charged with the responsibility for: (1) review or

investigation of reported loss or damage of personal property; (2) recommending the fixing of financial liability for such loss; and (3) recommending the actions regarding removal of items from the official property records. An individual survey officer is normally appointed in lieu of a board when the value of the property does not justify a full board.

Cannibalization The removal of serviceable components from otherwise unserviceable personal property. Authorization is required before Government property can be cannibalized.

Capitalization A financial management term that describes the function of recording the total acquisition cost of an item in the General Ledger of an agency's financial accounts in order to accurately reflect the agency's investment in the asset. Criteria is normally set by the General Accounting Office or through the budget process of an agency.

Capitalized Personnel Property That property with an initial acquisition cost at or above the criteria established by the agency , which is recorded in the general ledger of the financial management accounts.

Care and Handling The term includes packing, storing, handling, and conserving excess, surplus, and foreign excess property, and in case of property which is dangerous to public health, safety, or the environment, destroying or rendering innocuous such property.

Component Part — Non-expendable property which is installed or affixed to an item of accountable property. It must be integral to the functioning of the main unit and not have the capacity to stand-alone. Examples: memory board for a computer and probe for a photoionizer.

Condition Codes (Disposal) — Identifiers used to show the appraisals of the current condition of Government property through the assignment of designated codes. Example, condition code "1" refers to unused property in good condition. The guide to condition codes is found in FPMR

Condition Codes (Supply) — Identifiers used to show the appropriate supply condition code assigned before or at the time the item was declared excess, unless the inclusion is impractical. The guide to supply condition codes is found in FPMR 101- 43.4801(f) and enclosure (6) to this manual.

Contaminated Property — Equipment/supplies that have been exposed to toxic or radioactive materials, chemicals or other waste products which render them unsafe for use.

Contractor — A private person, organization, agency, or firm who agrees to provide supplies and/or service during an agreed-to-time period for a stated price or rate.

Contractor-Acquired Property (CAP) — Property acquired or otherwise provided by the contractor for performing a contract and to which the Government has title.

Contractor Inventory — Personal property furnished to, or acquired by, and in the possession of a contractor pursuant to the terms of a contract, in which title is vested in the Government.

Control — The ongoing function of maintaining physical oversight and surveillance of personal property throughout its life cycle using various management tools and technicians.

Conventional Office Furniture — An assemblage which consists of independent, stand-alone work surfaces, storage units, chairs and other items except those items specifically defined as a furniture system. Automatic data processing support and modular furniture product lines are considered to be conventional office furniture.

Cost Effective — The best option, justified by an analysis which evaluates alternatives in terms of expenses incurred by the Government.

Cross-Servicing — The provision of services by one agency for another agency. Such services are covered by a written agreement made between the two agencies.

Custodial Area — A subdivision of an accountable area, defined by organizational or geographical limits, for which a property custodian officer has been designated.

Custodial Record — Written memoranda or auditable means of any description or type used to control items issued to another individual.

Cycle Counting — A physical inventory-taking technique where inventory is counted on a periodic schedule rather than once a year.

Decals — Tags designed for an activity to identify property under their responsibility or

accountability. Decals are attached to accountable/controlled property and display specific numbers (bar codes) assigned to identify that individual item of property. Decals may identify specific classes or groups of property, or property used for a specific program or contract.

Delegation of Authority — The specific formal deputation, assignment, or commitment of a legal power or right to take certain actions and to make certain decisions.

Demilitarization — The act of destroying the military offensive advantages inherent in certain types of equipment or material. The term includes mutilation, dumping at sea, scrapping, melting, burning, or alteration designed to prevent the further use of this equipment and material for its originally intended military or lethal purposes and applies equally to material in unserviceable or serviceable condition that has been screened through an Inventory Control Point and declared excess or foreign excess.

DLSC — Defense Logistics Services Center

Depreciation — Periodic bookkeeping or accounting entries made in the financial records to reflect decreases in the value of property through age, wear, deterioration, or obsolescence.

Destruction or Abandonment — A process used for ultimate disposal of personal property by an agency when no other means of disposal is appropriate.

Disposal — The processes involved in the removal of personal property from use and from the property accounting system after assignment for reutilization, donation, sale, abandonment, or destruction.

DODAAC — Department of Defense Activity Address

Code.

DRMO Defense Reutilization and Marketing Office.

DRMS Defense Reutilization and Marketing Service.

Disposal Transaction The action or process that will result in the removal of personal property from official records by sale, transfer, donation, abandonment, destruction, trade-in, or other authorized actions.

DTID Disposal Turn-In Document.

Equipment Term applied to an article of personal property which is complete in itself, is of durable nature with an expected service life of two years or more, and does not ordinarily lose its identity or become a component part of another article when put into use.

ESD End of Screening Date.

Excess Property Personal property which is no longer required by the holding agency for its needs and the discharge of its responsibilities as determined by the head of the agency, and has been reported to the General Services Administration.

Exchange/Sale Property The process by which personal property not excess to the needs of the holding agency, but eligible for replacement is exchanged (traded in) or sold with the application of the allowance or proceeds towards purchase of the replacement item.

Executive Agency — Any department or independent establishment in the executive branch of the Government, including any wholly owned corporation.

Expendable Property — Personal property which is consumed in use, loses its identity when used, or becomes a component part of other personal property.

Federal Agency — Any organization within the Executive, Legislative, or Judicial branch of the Government, including any wholly owned Government corporation.

Federal Catalog System — The system by which items are uniformly identified to facilitate management of all logistical operations from determination of requirements through disposal. Included are items subject to repetitive procurement, storage, distribution and issue, and all locally purchased, centrally managed items. The catalog system names, describes, identifies, classifies, and numbers all items which it contains.

Federal Condition Codes — Symbology consisting of an alpha code (supply) and a numeric code (disposal) that describe the physical condition, readiness for issue, and serviceability of personal property.

FEPP — Foreign Excess Personal Property.

Federal Property Management Regulation (FPMR) — Regulatory guidance pertaining to the management of archives and records, defense materials, public buildings and space, supply and acquisition, telecommunications and public utilities, transportation,

utilization and disposal of property and other programs and activities of GSA which are applicable to other Federal agencies and to the public.

Federal Register — A publication issued daily except Saturdays, Sundays, and legal holidays which contains proposed, general and permanent rules of all agencies of the Federal Government.

Federal Supply Schedule — A contract entered into by GSA with a vendor from which ordering agencies submit purchase orders for specified products.

FEDSTRIP — An acronym for Federal Standard Requisitioning and Issue Procedures system. The system provides the basis for processing civilian agency requisitions.

FIFO — First in, first out method of inventory evaluation. The assumption is that older inventory (first in) should be the first to be used (first out).

Foreign Excess Property — Any excess personal property located outside the States of the Union, the District of Columbia, the Commonwealth of Puerto Rico, American Samoa, Guam, the Trust Territories of the Pacific Islands, or the Virgin Islands.

Forfeited Property — Personal property acquired by a Federal agency either by summary process or by order of a court of competent jurisdiction pursuant to any law of the United States.

Frustrated Shipment — A shipment which cannot continue toward its destination, for any reason, and for which the consignee or requisitioning agency cannot provide diversion instructions.

FSC — Federal Supply Classification Class (4-digit)

FSCAP Flight Safety Critical Aircraft Parts (FSCAP) includes any aircraft 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 un-commanded engine shutdown resulting in an unsafe condition.

FSG Federal Supply Classification Class (4-digit).

Furniture System An assemblage or combination of office furniture components that form a complex or unitary whole, i.e., a series of work stations. Components may consist of systems furniture, modular furniture, conventional furniture, or a combination thereof.

General Ledger Account A fiscal record maintained by the finance and accounting office which is comprised of several control accounts that reflect the dollar values of assets on hand. The general ledger is the primary record against which all property records are balanced.

General Property, Plant, and Equipment Tangible assets that (1) have an estimated useful life of two or more years (2) are not intended for sale in the ordinary course of business, and (3) are intended to be used or available for use by the entity. This includes all property owned by or leased to the Government or acquired by the Government under the terms of a contract.

GFM Government-Furnished Material.

Government-Furnished Property (GFP) Property in the possession of, or directly acquired by, the Government and subsequently made available to the contractor.

Government Material Government property which may be incorporated into or attached to an end item to be delivered under a contract or which may be consumed in the performance of a contract. It includes, but may be limited to, raw and processed material, parts, components, assemblies, and small tools and supplies.

Historical Artifact Items are considered to be historical artifacts (includes books, manuscripts, works of art, drawings, plans, and models), if they are identified by the museum director or curator as significant to the history of that department, acquired from approved

Holding Agency The agency which has accountability for the personal property involved.

HM Hazardous Material is any material that is capable of posing an unreasonable risk to health, safety and property during transportation. All HM appears in the Hazardous Materials Table at 49 CFR 172.101. For overseas installations, HM is defined in the applicable Final Governing Standards or Overseas Environmental Baseline Guidance Document.

HMIS Hazardous Materials Information System.

HS Hazardous Substance is defined by the Clean Water Act and the Comprehensive Environmental Response, Cleanup and Liability Act as chemicals which are harmful to aquatic life or the environment and are regulated, if spilled or otherwise

released to the environment.

HW Hazardous Waste is an item that is regulated under Resource Conservation and Recovery Act or by state regulation as an HW. A waste is hazardous if it meets certain levels of reactivity, ignitability, corrosivity, or toxicity, or is otherwise listed as a hazardous waste in Title 40 CFR Part 261.

ICP Hazardous Material is any material that is capable of posing an unreasonable risk to health, safety and property during transportation. All HM appears in the Hazardous Materials Table at 49 CFR 172.101. For overseas installations, HM is defined in the applicable Final Governing Standards or Overseas Environmental Baseline Guidance Document.

Installed Personal Property Property which requires utility connections (other than electric cords which may be plugged into receptacles) and is related to a functional area. It also includes property which, when removed from the space or building, does not render the space or building unusable or uninhabitable.

Inter-service Support Agreement An agreement between two agencies wherein one agrees to perform certain services for the other.

In-Use Accountable Personal Property Non-expendable personal property assigned to a custodial area which is serving its intended operational function and for which accountable records and controls are maintained.

Inventory Adjustment — Changes made to the official property record when physical counts and official records do not agree. All such changes require specific approval and some type of documentation trail for audit purposes.

Inventory — The formal listing (property record) of all personal property assigned to an organization.

Inventory Investment — The moneys (dollars) that are tied up in all levels of inventory.

Inventory Usage — The value or the number of units of an inventory item consumed over a period of time.

Inventory Write-Off — A deduction of inventory dollars from the financial statement because the inventory is no longer salable or because of shrinkage, i.e., the value of the physical inventory is less than its book value.

Life Expectancy — The number of years that an item of equipment can be anticipated to provide useful service when properly maintained.

Line Item — A single line entry on a reporting form which indicates a quantity of personal property at any one location that has the same description, condition code, and unit cost.

MARS — Military Affiliate Radio System.

Material — Any item necessary for the equipment, maintenance, operation, and support of a project/activity without distinction regarding its use for administrative or operational purposes.

MIPR	Military Interdepartmental Purchase Request.
MILSBILLS	Military Standard Billing System.
MILSTRIP	An acronym for Military Standard Requisitioning and Issue Procedures system. The system provides the basis for processing requisitions within the military structure.
Modular Furniture	Office furniture which consists of interconnecting panel assemblies; however, after assembly free standing work surfaces, storage units, and other major components are used rather than units attached to the interconnecting panels.
MLI	Munitions List Items.
MRC	Materiel Release Confirmation.
MRD	Materiel Release Denial.
MRO	Materiel Release Order.
MSDS	Material Safety Data Sheet.
Museum Property	An assemblage of objects collected according to a rational scheme and maintained so they can be preserved, studied, or interpreted for public benefit. It does not include those items necessary to display a collection; i.e., exhibit cases, dioramas, special lighting, graphics, replicas, etc.
Mutilation	The act of making an object unfit for its intended purposes by cutting, tearing, scratching, crushing, punching, shearing, burning, neutralizing, etc.

Neglect and Negligence Includes both simple negligence and gross negligence. Simple negligence is the failure or omission to observe, for the protection of Government interests, that degree of care, precaution and vigilance which the circumstances justify demand, whereby the Government suffers through loss, damage, or destruction of property. Gross negligence is an act or omission of the employee(s) which constitutes misconduct, willful negligence, or a wanton and reckless disregard for the property.

Non-Appropriated Fund Property Property acquired by religious or morale, welfare or recreational activities, post exchanges, ship stores, military officer or enlisted clubs, veterans' canteens, and similar activities with funds generated by Government employees and their dependents for operation of these activities. Such property is not Federal property.

Non-Appropriated Funds Funds generated by military and civilian personnel and their dependents and used to augment funds appropriated by the Congress to provide a comprehensive, morale-building, welfare, religious, educational, and a recreational program, designed to improve the well-being of military and civilian personnel and their dependents.

Non-Capitalized Personal Property All Government-owed personal property that does not meet the holding agency's established criteria for capitalization and entry into the general ledger of the agency's financial management account.

Non-Expendable Personal Property	Property which has a normal life expectancy of more than two years, has continuing use as a self-contained unit, is not consumed in use, does not lose its identity when put to use, or does not ordinarily become a non-serviceable component of other property.
Non-reportable Personal Property	Property which does not meet the reporting criteria set forth in FPMR 101-43.311, and therefore is not required to be formally reported to GSA but which is available locally for transfer.
NSN	National Stock Number (NSN) is a term used for the 13-digit stock number consisting of the 4-digit Federal Supply Classification and the 9- digit National Item Identification Number. Each NSN is assigned to identify an item of supply within the materiel management functions. The term NATO Stock Number is also abbreviated NSN and is used as a synonym to National Stock Number in logistics matters involving NATO Headquarters or the individual NATO or friendly countries.
Office Furniture	Items of property classified under Federal Supply Class (FSC) 7110 of the Federal Catalog System. Also see Conventional Office Furniture, Modular Furniture, Systems Furniture, and Furniture Systems.
PCB	Polychlorinated Biphenyl.
PCH&T	Packing, Crating, Handling, and Transportation.
Pecuniary Liability	Responsibility of an individual to pay for an item of property.
Personal Custody	Articles which are "sensitive to appropriate for private use," or are used in situations beyond normal supervisory observation. Such property

should be accounted for by the person to whom use and trust of the item is assigned.

Personal Property All tangible property, including vessels, aircraft, small boats, small arms, vehicles, electronic equipment, art work, models and artifacts, with the exception of real property and records of the Federal Government.

CHAPTER 9. MANAGEMENT REPORTS

A. Purpose. This chapter gives reporting requirements pertaining to the utilization and property disposal operations of the U.S. Coast Guard.

B. Objective. The basic objective of these reporting requirements is to establish a uniform reporting system which provides:

1. Management data required to fill statutory and Other Government Agency (OGA) reporting requirements imposed on the Department of Transportation (DOT).

2. Complete, timely and accurate statistical data necessary for management evaluation of Coast Guard's Utilization and Property Disposal program.

C. Required Reports.

1. Annual Report - Utilization and Disposal of Excess and Surplus Personal Property. Form DOT F 4400.1 (RCN-4570-1). See enclosure (31).

   a. Submit an annual report of utilization and disposal of excess and surplus property to Commandant (G-CFM) by 31 October of each year. Integrated Support Commands (ISCs), Maintenance and logistics commands (MLCs), commanding officers of Headquarters units, and Inventory Control Points (ICPs) must submit a consolidated report for all units within their command. Reports must include all property disposed of by district, integrated support commands, and MLC units. This includes property scrapped, abandoned, and transferred to other Coast Guard units, or OGAs by units located within each ISC and MLC geographical area. Negative reports are also required.

b. The following instructions complement or supersede the instructions on the reverse side of DOT F 4400.1:

(1) General. The cut-off date for analysis of data used in preparing the report is 30 September.

(2) Line 1. Report the total acquisition cost of Coast Guard excess and surplus property on-hand at the beginning of each reporting period including reportable, non-reportable and surveyed materiel. The dollar figure reflected on line 1 of the current report must be the same as the dollar figure shown on line 12 of the report for the previous reporting period. Make adjustments on line 2.

(3) Line 2. Explain all net adjustments regardless of dollar value.

(4) Line l0.d. List each donation indicating item donated and donee.

2. Annual Summary Report of Personal Property Exchange or Sale Transactions. Form DOT F 4410.6 (RCN-4540-1). See enclosure (41).

a. Within 60 days after the fiscal year close, ISCs, MLCs, Headquarters units, and ICPs must submit enclosure (41) to Commandant (G-CFM) on the exchange/sales transactions of personal property. See section 8-F of this manual for categories of property eligible for exchange/sale. Negative reports are required.

b. The report must show transactions in two categories as noted below: reports are required.

(1) In the United States, District of Columbia, Guam, the Trust Territory of the Pacific Islands, and the Virgin Islands.

(2) In all other areas of the world.

3. Annual Report of Non-Federal Recipient of Excess and Surplus Property. Letter report (RCN-4570-2). See enclosure (42).

a. Public Law 94-519 requires each executive agency to submit an annual letter report (Interagency Report Control Number 0154-GSA-AN) to GSA indicating personal property obtained as excess property or as property not excess to the owning agency that is subsequently furnished in any manner, to any recipient other than a Federal agency. ISCs, MLCs, commanding officers of Headquarters units, ICPs, and certain divisions in Headquarters are required to submit reports to Commandant (G-CFM) by 30 November each year.

(1) The reports will not include property determined to be surplus under the provisions of FPMR 101-44 or 101-45. Negative reports are required.

(a) Name and address of recipient.

(b) Total government acquisition cost of all property furnished to that recipient.

(c) Identification of item by the two-digit FSC Group Number.

(d) The purpose for which property was furnished to the recipient and the type of recipient, e.g., cost-reimbursement type contractor, fixed-fee type contractor, project grantee, Indian tribe, state cooperative agency, leasee, licensee, permittee, etc.

(e) The total dollar amount deposited to the U.S. Treasury during the fiscal year as miscellaneous receipts where reimbursement is required by FPMR 101-43.320(b)(1).

(2) Reporting activities must maintain surveillance to ensure eligibility of recipients as well as receipt of reimbursement as required. 101-43.320(b)(1).

4. Annual Report of Survey Activity. Letter report (RCN-4500-6). See enclosure (43).

a. DOT Order 4410.4 (series) (Equipment Management and Control) requires each Departmental element to submit an annual letter report to the Assistant Secretary for Administration (ATTN: M-44) indicating the beginning and ending fiscal year inventory value and the below listed Report of Survey information. ISCs, MLCs, commanding officers of Headquarters units, ICPs, and certain divisions in Headquarters are required to submit reports to Commandant (G-CFM) by 15 October each year. Negative reports are required.

(1) Total acquisition cost of items that could not be located during required physical inventories, such as, relief of custodian. custodian.

(2) Total number of Reports of Survey processed during the fiscal year.

(3) Total acquisition cost of items processed on Reports of Survey during the fiscal year.

(4) Number of Reports of Survey in which all parties were relieved of any liability or responsibility for the loss, damage, or destruction.
custodian.

(5) Number of Reports of Survey in which an individual(s) was(were) held pecuniary liable.

(6) Total acquisition cost of property on Reports of Survey in which an individual(s) was(were) held pecuniary liable.

b. Commandant (G-CFM) will be responsible for providing the Office of the Secretary (M-44) with the acquisition cost of the total inventory on hand at the beginning and end of the fiscal year.

D. Reporting Schedule.

REPORT	DATE DUE
	COMDT (G-CFM)

1. Annual Report of Survey Activity (Letter)(RCN-4500-6). 15 October

2. Annual Report - Utilization and Disposal of Excess and Surplus Personal Property (DOT F 4400.1) (RCN-4570-1). 31 October

3. Annual Report of Excess Personal Property provided to Non-Federal Recipients (Letter) (RCN-4570-2). 30 November

4. Annual Report of Exchange/Sales Transactions (DOT F 4410.6) (RCN-4540-1). 30 November

Glossary of Terms

Abandoned or Unclaimed Property	Personal property that is found on premises owned or leased by the Government and subject to the filing of a claim thereof by the former owner(s) within 3 years from the vesting of title in the United States.
Accessorial Costs	Expenses of packing, handling, and crating; transportation; port loading and unloading, and positioning.
Accessory Item	An item, which facilitates or enhances the operation of equipment but which is not essential for its operation, such as remote control devices.
Accountable Area	An area, defined by organizational or geographical limits, for which a discrete set of formal property accountability records is maintained under the jurisdiction of a designated (in writing) Property Accountable Officer (PAO).

Accountable Item Management (AIM) — AIM is an integrated property accountability system that serves as the official record of Coast Guard personal property and is maintained by CG OSC Martinsburg, WV.

Accountable Property — A term used to identify personal property, which is recorded in a formal property accounting system and is controlled by an identification system and supporting records from its acquisition through disposal.

Accountable Property Officer (APO) — An individual designated in writing to maintain the formal, official record of all property in accordance with the agency's prescribed system.

Accountable Property Records — Formal records of personal property, which assign specific responsibility for control to an APO. Such records may control single items or aggregates of similar property.

Accountability — The obligation imposed by law, lawful order, or regulation, accepted by a person for keeping accurate records to ensure control of property, documents or funds, with or without possession of the property. The person who is accountable is concerned with control while the person who has possession is responsible for custody, care, and safekeeping.

Acquire/Acquisition — To obtain personal property in any manner from any source, including: purchase, transfer, donation, manufacture, construction, condemnation, or production at Government-owned plants or facilities to be used to satisfy the need (requirement) to support a program.

Acquisition Cost — The unit price of an item as it is recorded in the financial and accounting records of a holding agency. It's the

amount paid for property, including transportation costs, net any trade and cash discounts.

Agency-Peculiar Property Personal property that is peculiar to the mission of one agency.

Glossary of Terms

Approving Official An individual who has final authority to approve findings and recommendations; normally used in the approval or disapproval of findings and recommendations of the Survey Officer or Survey Board on Reports of Survey for Lost, Damaged, or Destroyed Property. Also used in approval/ disapproval of new acquisitions.

Asset A single item of property held/owned by an organization.

Authority The power to take actions or approve actions of others.

Automation Equipment (AE) Any equipment or interconnected system of subsystems of equipment used in the automatic acquisition, storage, manipulation, management, movement, control, display, switching, interchange, transmission, or retrieval of data of information, and accessorial devices used in support of data processing. Also referred to as Automatic Data Processing Equipment (ADPE) or Federal Information Processing (FIP) equipment.

Auxiliary Item An item without which the basic unit of equipment cannot operate, such as motors for pumps and machine tools.

Bin Location A file that specifically identifies the

physical location where each item in the inventory is stored.

Board of Survey — An individual, committee or panel, appointed by an authorized senior management official, typically consisting of one to three members charged with the responsibility for: (1) review or investigation of reported loss or damage of personal property; (2) recommending the fixing of financial liability for such loss; and (3) recommending the actions regarding removal of items from the official property records. An individual survey officer is normally appointed in lieu of a board when the value of the property does not justify a full board.

Cannibalization — The removal of serviceable components from otherwise unserviceable personal property. Authorization is required before Government property can be cannibalized.

Capitalization — A financial management term that describes the function of recording the total acquisition cost of an item in the General Ledger of an agency's financial accounts in order to accurately reflect the agency's investment in the asset. Criteria is normally set by the General Accounting Office or through the budget process of an agency.

Capitalized Personnel Property — That property with an initial acquisition cost at or above the criteria established by the agency , which is recorded in the general ledger of the financial management accounts.

Care and Handling The term includes packing, storing, handling, and conserving excess, surplus, and foreign excess property, and in case of property which is dangerous to public health, safety, or the environment, destroying or rendering innocuous such property.

Component Part Non-expendable property which is installed or affixed to an item of accountable property. It must be integral to the functioning of the main unit and not have the capacity to stand-alone. Examples: memory board for a computer and probe for a photoionizer.

Condition Codes (Disposal) Identifiers used to show the appraisals of the current condition of Government property through the assignment of designated codes. Example, condition code "1" refers to unused property in good condition. The guide to condition codes is found in FPMR

Condition Codes (Supply) Identifiers used to show the appropriate supply condition code assigned before or at the time the item was declared excess, unless the inclusion is impractical. The guide to supply condition codes is found in FPMR 101- 43.4801(f) and enclosure (6) to this manual.

Contaminated Property Equipment/supplies that have been exposed to toxic or radioactive materials, chemicals or other waste products which render them unsafe for use.

Contractor A private person, organization, agency, or firm who agrees to provide supplies and/or service during an agreed-to-time period for a stated price or rate.

Contractor-Acquired Property (CAP) Property acquired or otherwise provided by the contractor for performing a contract and to which the Government has

title.

Contractor Inventory Personal property furnished to, or acquired by, and in the possession of a contractor pursuant to the terms of a contract, in which title is vested in the Government.

Control The ongoing function of maintaining physical oversight and surveillance of personal property throughout its life cycle using various management tools and technicians.

Conventional Office Furniture An assemblage which consists of independent, stand-alone work surfaces, storage units, chairs and other items except those items specifically defined as a furniture system. Automatic data processing support and modular furniture product lines are considered to be conventional office furniture.

Cost Effective The best option, justified by an analysis which evaluates alternatives in terms of expenses incurred by the Government.

Cross-Servicing The provision of services by one agency for another agency. Such services are covered by a written agreement made between the two agencies.

Custodial Area A subdivision of an accountable area, defined by organizational or geographical limits, for which a property custodian officer has been designated.

Custodial Record Written memoranda or auditable means of any description or type used to control

items issued to another individual.

Cycle Counting — A physical inventory-taking technique where inventory is counted on a periodic schedule rather than once a year.

Decals — Tags designed for an activity to identify property under their responsibility or accountability. Decals are attached to accountable/controlled property and display specific numbers (bar codes) assigned to identify that individual item of property. Decals may identify specific classes or groups of property, or property used for a specific program or contract.

Delegation of Authority — The specific formal deputation, assignment, or commitment of a legal power or right to take certain actions and to make certain decisions.

Demilitarization — The act of destroying the military offensive advantages inherent in certain types of equipment or material. The term includes mutilation, dumping at sea, scrapping, melting, burning, or alteration designed to prevent the further use of this equipment and material for its originally intended military or lethal purposes and applies equally to material in unserviceable or serviceable condition that has been screened through an Inventory Control Point and declared excess or foreign excess.

DLSC — Defense Logistics Services Center

Depreciation — Periodic bookkeeping or accounting entries made in the financial records to reflect decreases in the value of property through age, wear, deterioration, or obsolescence.

Destruction or Abandonment — A process used for ultimate disposal of personal property by an agency when no other means of disposal is appropriate.

Disposal The processes involved in the removal of personal property from use and from the property accounting system after assignment for reutilization, donation, sale, abandonment, or destruction.

DODAAC Department of Defense Activity Address Code.

DRMO Defense Reutilization and Marketing Office.

DRMS Defense Reutilization and Marketing Service.

Disposal Transaction The action or process that will result in the removal of personal property from official records by sale, transfer, donation, abandonment, destruction, trade-in, or other authorized actions.

DTID Disposal Turn-In Document.

Equipment Term applied to an article of personal property which is complete in itself, is of durable nature with an expected service life of two years or more, and does not ordinarily lose its identity or become a component part of another article when put into use.

ESD End of Screening Date.

Excess Property Personal property which is no longer required by the holding agency for its needs and the discharge of its responsibilities as determined by the head of the agency, and has been reported to the General Services Administration.

Exchange/Sale Property The process by which personal property not excess to the needs of the holding agency, but eligible for replacement is exchanged (traded in) or sold with the application of the allowance or proceeds towards purchase of the replacement item.

Executive Agency Any department or independent establishment in the executive branch of the Government, including any wholly owned corporation.

Expendable Property Personal property which is consumed in use, loses its identity when used, or becomes a component part of other personal property.

Federal Agency Any organization within the Executive, Legislative, or Judicial branch of the Government, including any wholly owned Government corporation.

Federal Catalog System The system by which items are uniformly identified to facilitate management of all logistical operations from determination of requirements through disposal. Included are items subject to repetitive procurement, storage, distribution and issue, and all locally purchased, centrally managed items. The catalog system names, describes, identifies, classifies, and numbers all items which it contains.

Federal Condition Codes Symbology consisting of an alpha code (supply) and a numeric code (disposal) that describe the physical condition, readiness for issue, and serviceability of personal property.

FEPP Foreign Excess Personal Property.

Federal Property Management Regulation (FPMR) — Regulatory guidance pertaining to the management of archives and records, defense materials, public buildings and space, supply and acquisition, telecommunications and public utilities, transportation, utilization and disposal of property and other programs and activities of GSA which are applicable to other Federal agencies and to the public.

Federal Register — A publication issued daily except Saturdays, Sundays, and legal holidays which contains proposed, general and permanent rules of all agencies of the Federal Government.

Federal Supply Schedule — A contract entered into by GSA with a vendor from which ordering agencies submit purchase orders for specified products.

FEDSTRIP — An acronym for Federal Standard Requisitioning and Issue Procedures system. The system provides the basis for processing civilian agency requisitions.

FIFO — First in, first out method of inventory evaluation. The assumption is that older inventory (first in) should be the first to be used (first out).

Foreign Excess Property — Any excess personal property located outside the States of the Union, the District of Columbia, the Commonwealth of Puerto Rico, American Samoa, Guam, the Trust Territories of the Pacific Islands, or the Virgin Islands.

Forfeited Property — Personal property acquired by a Federal agency either by summary process or by order of a court of competent jurisdiction pursuant to any law of the United States.

Frustrated Shipment — A shipment which cannot continue toward

its destination, for any reason, and for which the consignee or requisitioning agency cannot provide diversion instructions.

FSC — Federal Supply Classification Class (4-digit)

FSCAP — Flight Safety Critical Aircraft Parts (FSCAP) includes any aircraft 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 un-commanded engine shutdown resulting in an unsafe condition.

FSG — Federal Supply Classification Class (4-digit).

Furniture System — An assemblage or combination of office furniture components that form a complex or unitary whole, i.e., a series of work stations. Components may consist of systems furniture, modular furniture, conventional furniture, or a combination thereof.

General Ledger Account — A fiscal record maintained by the finance and accounting office which is comprised of several control accounts that reflect the dollar values of assets on hand. The general ledger is the primary record against which all property records are balanced.

General Property, Plant, and — Tangible assets that (1) have an estimated

Equipment useful life of two or more years (2) are not intended for sale in the ordinary course of business, and (3) are intended to be used or available for use by the entity. This includes all property owned by or leased to the Government or acquired by the Government under the terms of a contract.

GFM Government-Furnished Material.

Government-Furnished Property (GFP) Property in the possession of, or directly acquired by, the Government and subsequently made available to the contractor.

Government Material Government property which may be incorporated into or attached to an end item to be delivered under a contract or which may be consumed in the performance of a contract. It includes, but may be limited to, raw and processed material, parts, components, assemblies, and small tools and supplies.

Historical Artifact Items are considered to be historical artifacts (includes books, manuscripts, works of art, drawings, plans, and models), if they are identified by the museum director or curator as significant to the history of that department, acquired from approved

Holding Agency The agency which has accountability for the personal property involved.

HM Hazardous Material is any material that is capable of posing an unreasonable risk to health, safety and property during transportation. All HM appears in the Hazardous Materials Table at 49 CFR 172.101. For overseas installations, HM is defined in the applicable Final Governing Standards or Overseas Environmental Baseline Guidance Document.

HMIS Hazardous Materials Information System.

HS Hazardous Substance is defined by the Clean Water Act and the Comprehensive Environmental Response, Cleanup and Liability Act as chemicals which are harmful to aquatic life or the environment and are regulated, if spilled or otherwise released to the environment.

HW Hazardous Waste is an item that is regulated under Resource Conservation and Recovery Act or by state regulation as an HW. A waste is hazardous if it meets certain levels of reactivity, ignitability, corrosivity, or toxicity, or is otherwise listed as a hazardous waste in Title 40 CFR Part 261.

ICP Hazardous Material is any material that is capable of posing an unreasonable risk to health, safety and property during transportation. All HM appears in the Hazardous Materials Table at 49 CFR 172.101. For overseas installations, HM is defined in the applicable Final Governing Standards or Overseas Environmental Baseline Guidance Document.

Installed Personal Property Property which requires utility connections (other than electric cords which may be plugged into receptacles) and is related to a functional area. It also includes property which, when removed from the space or building, does not render the space or building unusable or uninhabitable.

Inter-service Support Agreement An agreement between two agencies wherein

one agrees to perform certain services for the other.

In-Use Accountable Personal Property — Non-expendable personal property assigned to a custodial area which is serving its intended operational function and for which accountable records and controls are maintained.

Inventory Adjustment — Changes made to the official property record when physical counts and official records do not agree. All such changes require specific approval and some type of documentation trail for audit purposes.

Inventory — The formal listing (property record) of all personal property assigned to an organization.

Inventory Investment — The moneys (dollars) that are tied up in all levels of inventory.

Inventory Usage — The value or the number of units of an inventory item consumed over a period of time.

Inventory Write-Off — A deduction of inventory dollars from the financial statement because the inventory is no longer salable or because of shrinkage, i.e., the value of the physical inventory is less than its book value.

Life Expectancy — The number of years that an item of equipment can be anticipated to provide useful service when properly maintained.

Line Item — A single line entry on a reporting form which indicates a quantity of personal property at any one location that has the same description, condition code, and unit cost.

MARS — Military Affiliate Radio System.

Material — Any item necessary for the equipment,

maintenance, operation, and support of a project/activity without distinction regarding its use for administrative or operational purposes.

MIPR — Military Interdepartmental Purchase Request.

MILSBILLS — Military Standard Billing System.

MILSTRIP — An acronym for Military Standard Requisitioning and Issue Procedures system. The system provides the basis for processing requisitions within the military structure.

Modular Furniture — Office furniture which consists of interconnecting panel assemblies; however, after assembly free standing work surfaces, storage units, and other major components are used rather than units attached to the interconnecting panels.

MLI — Munitions List Items.

MRC — Materiel Release Confirmation.

MRD — Materiel Release Denial.

MRO — Materiel Release Order.

MSDS — Material Safety Data Sheet.

Museum Property — An assemblage of objects collected according to a rational scheme and maintained so they can be preserved, studied, or interpreted for public benefit. It does not include those items necessary to display a collection; i.e., exhibit

cases, dioramas, special lighting, graphics, replicas, etc.

Mutilation — The act of making an object unfit for its intended purposes by cutting, tearing, scratching, crushing, punching, shearing, burning, neutralizing, etc.

Neglect and Negligence — Includes both simple negligence and gross negligence. Simple negligence is the failure or omission to observe, for the protection of Government interests, that degree of care, precaution and vigilance which the circumstances justify demand, whereby the Government suffers through loss, damage, or destruction of property. Gross negligence is an act or omission of the employee(s) which constitutes misconduct, willful negligence, or a wanton and reckless disregard for the property.

Non-Appropriated Fund Property — Property acquired by religious or morale, welfare or recreational activities, post exchanges, ship stores, military officer or enlisted clubs, veterans' canteens, and similar activities with funds generated by Government employees and their dependents for operation of these activities. Such property is not Federal property.

Non-Appropriated Funds — Funds generated by military and civilian personnel and their dependents and used to augment funds appropriated by the Congress to provide a comprehensive, morale-building, welfare, religious, educational, and a recreational program, designed to improve the well-being of

military and civilian personnel and their dependents.

Non-Capitalized Personal Property — All Government-owed personal property that does not meet the holding agency's established criteria for capitalization and entry into the general ledger of the agency's financial management account.

Non-Expendable Personal Property — Property which has a normal life expectancy of more than two years, has continuing use as a self-contained unit, is not consumed in use, does not lose its identity when put to use, or does not ordinarily become a non-serviceable component of other property.

Non-reportable Personal Property — Property which does not meet the reporting criteria set forth in FPMR 101-43.311, and therefore is not required to be formally reported to GSA but which is available locally for transfer.

NSN — National Stock Number (NSN) is a term used for the 13-digit stock number consisting of the 4-digit Federal Supply Classification and the 9- digit National Item Identification Number. Each NSN is assigned to identify an item of supply within the materiel management functions. The term NATO Stock Number is also abbreviated NSN and is used as a synonym to National Stock Number in logistics matters involving NATO Headquarters or the individual NATO or friendly countries.

Office Furniture — Items of property classified under Federal Supply Class (FSC) 7110 of the Federal Catalog System. Also see Conventional Office Furniture, Modular Furniture, Systems Furniture, and Furniture Systems.

PCB — Polychlorinated Biphenyl.

PCH&T — Packing, Crating, Handling, and Transportation.

Pecuniary Liability — Responsibility of an individual to pay for an item of property.

Personal Custody — Articles which are "sensitive to appropriate for private use," or are used in situations beyond normal supervisory observation. Such property should be accounted for by the person to whom use and trust of the item is assigned.

Personal Property — All tangible property, including vessels, aircraft, small boats, small arms, vehicles, electronic equipment, art work, models and artifacts, with the exception of real property and records of the Federal Government.

Personal Property Accountability and Control System — A general term that applies to all the processes, records, and documents used to achieve the objective of management.

Personal Property Management — All functions necessary for the proper determination of need, source, acquisition, receipt, accountability, utilization, maintenance, rehabilitation, storage, distribution, and disposal of personal property.

Personal Property Management System — A concept or means for controlling and accounting for personal property for which the Government is responsible.

Physical Inventory — A periodic physical location, identification, and count of personal property that is actually on hand and the comparison of those counts with the applicable property records.

Pilferable Property — Property having a ready resale value or application to personal possession, and is therefore especially subject to theft (e.g., watches, certain tools, and clothing).

Plant Equipment — Personal property of a capital nature (including equipment, machine tools, test equipment, furniture, vehicles, and accessory and auxiliary items) for use in manufacturing supplies, in performing services, or for any administrative or general plant purpose. It does not include special tooling or special test equipment.

PMIC — Precious Metals Indicator Code.

POL — Petroleum, Oil, and Lubricants.

Precious Metals — Gold, silver, and the platinum group metals (platinum, palladium, iridium, rhodium, osmium, and ruthenium).

Preventive Maintenance — Examination performed at specified intervals to ensure property condition is adequate for its intended use. It identifies needed adjustments, repairs, part replacement, or needed restoration.

Printing Equipment — Items set forth in "The Government Printing and Binding Regulations" published by the Joint Committee on Printing, Congress of the United States.

Private Property — Any and all property owned by or belonging to an individual, group, or corporation. Not Government property.

Program Manager — The individual responsible for overseeing and controlling a function, component, project, etc., an may include research leaders, scientists, engineers, project officers, administrative officers and other individuals.

Property — Means both real and personal assets. It includes facilities, supplies and material, special tooling, special test equipment, furniture, office equipment, automated equipment (AE) hardware, and Agency peculiar-property.

Property Officer — The person designated in writing who maintains the formal personal property account for a designated accountable area.

Property Administrator (PA) — An authorized representative of the contracting officer assigned to administer the contract requirements and obligations relating to Government personal property in the hands of a contractor.

Property Control System — An internal management program encompassing the protection, preservation, accounting for, and control of personal property from its acquisition through disposal.

Property Custodian (PC)/ Property Custodial Officer (PCO) — The employee designated in writing, by name or organizational position, who has been issued Government property to support program performance and is responsible for the management and accountability of the property as long as it is required in his/her specific custodial area.

Property Disposal Officer (PDO) — The person who is responsible for determining the appropriate disposition of personal property that is no longer needed by the organization to which it is assigned.

Property Management — The broad function of the management, coordination and regulation of activities concerned with the functions of planning

property needs; the acquisition of property; the receipt, storage and distribution of property; the proper use and care of property; property accounting control and disposition of property; and other secondary or integral functions that affect the property of the Government.

RCRA — Resource Conservation and Recovery Act.

Real Property — Lands, buildings, structures, utilities systems, improvements and appurtenances thereto. Includes equipment attached to and made part of buildings and structures (such as heating systems) but not moveable equipment (such as plant equipment).

Related Personal Property — Any personal property which is located on, or is an integral part of real property, as used, or useful with such property or its productive capacity.

Receiving Report — A property accounting (tracking) record which acknowledges receipt by an accountable individual of property or service from a vendor or other source.

Reclamation — The process of reclaiming required serviceable and economically repairable components and material from excess or surplus property as authorized. This does not include inspection, classification, disassembly, and cleaning. As a result of reclamation, serviceable and economically repair items shall be returned to the proper supply activity and the residue shall be processed as disposable property.

Reconciliation — The process of updating inventory records

after discrepancies have been investigated and resolved.

Reconciling Inventory — The act of comparing the physical inventory count with the inventory record and making any necessary corrections.

Records — The term includes: all books; papers; maps; photographs; machine-readable materials; or other documentary materials, regardless of physical form or characteristics, made or received by an agency of the U.S. Government under Federal law or in connection with the transaction of public business and preserved or appropriate for preservation by that agency or its legitimate successor as evidence of the organization, functions, policies, decisions, procedures, operations, or other activities of the Government or because of the informational value of data in them. It does not include: library and museum material made or acquired and preserved only for convenience of reference, stocks of publications; Presidential records and records of the U.S. Congress.

Repair Part — Any part, assembly, or component needed to repair or maintain an end item.

Replacement Standards — Factors that should be considered in making a decision to acquire new equipment.

Reportable Property — Personal property which is required to be reported to the General Services Administration in accordance with FPMR 101-43.311 prior to disposal.

Reporting Agency — A reporting agency is the agency that initiates the Report of Excess Personal Property. The reporting agency may or may not be the same as the holding agency.

Report of Survey — A process used to examine facts, determine responsibility, and establish the extent

of liability for the loss, damage, and/or destruction of Government property; to provide relief from responsibility; and to provide a document authorizing the removal of personal property from the formal account.

Responsibility — Being accountable (answerable) for all actions which are taken or fail to be taken within the scope of an individual's delegated authority.

RIC — Routing Identifier Code.

Risk Assessment — A documented review by management of a component's degree of susceptibility to waste, loss, unauthorized use, or misappropriation and includes consideration of management controls.

R/T/D — Reutilization, Transfer, and/or Donation.

R/T/D/S — Reutilization, Transfer, Donation and/or Sale.

Salvage — Property which has some value in excess of its basic material content, but is in such condition that it has no reasonable prospect of use for the purpose originally intended, and its repair or rehabilitation for use is impractical.

Scrap — Property that has no value except for its basic material content.

Screening — The examination of excess property by Government or contractor employees to determine its usefulness.

Sensitive Item — Property which requires a high degree of protection and control due to statutory requirements or regulations, such as narcotics and drug abuse items; precious metals; items which are of high value, highly technical or of a hazardous nature; and small arms, ammunition, explosives, and demolition materials. Also includes property having a quick resale value or application to personal possession, and is especially subject to theft (watches, certain tools, laptop computers, cameras, recording equipment, etc.).

State Agency for Surplus Property (SASP) — An agency in each State designated under State law as responsible for the fair and equitable distribution, within the State, of all donations of surplus personal property to public agencies and eligible non-profit, tax -exempt activities for authorized purposes.

Surplus Personal Property — Any excess personal property not required for the needs and the discharge of the responsibilities of all Federal agencies, as determined by GSA.

Supplies — Expendable personal property which is consumed in use.

Systems Furniture — Office furniture which consists of interconnecting panel assemblies together with work surfaces, storage units, and other major components which are panel supported in lieu of free standing (modular).

Usable Property — Property other than scrap and waste.

Unclaimed or Abandoned Personal Property	Property that is found on premises owned or leased by the Government and subject to the filing of a claim thereof by the former owner(s) within three years from the vesting of title in the United States.
Un-required or Idle Personal Property	Property that is no longer needed by the organization to which it is assigned and has not been reported to GSA.
Usable Property	Commercial and military type property other than scrap and waste.
Use Standard	Guidelines established for determining in what quantity, when, and where items or categories of items are required.
Utilization	The identification, reporting and transfer of excess personal property among Federal agencies to fill current or future authorized requirements in lieu of new procurement.
Validation	Confirmation or approval that a request for property or services is based on the proper authority and is fully justified to be acquired.
Voluntarily Abandoned Property	Voluntarily abandoned property is personal property abandoned to a Federal agency in such a manner as to vest title thereto in the United States.
Waste	Material such as refuse, trash, litter and rubbish that has no utilization or sales value and is normally disposed through a service contract or municipal refuse collection service.

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Z

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Commander
United States Coast Guard
Maintenance and Logistics Command
Atlantic
300 East Main Street, Suite 900
Norfolk, VA 23510-9112
Staff Symbol: (flp)
Phone: (757)628-4148

4500
14 MAY 98

From: Property Officer
To: SKC Charles B. Wilson, USCGR

Subj: DESIGNATION AS PROPERTY CUSTODIAN
Ref: (a) Property Management Manual, COMDTINST M4500.5A
(b) CFO Job Aid

1. You are hereby designated as Personal Property Custodian for all personal property under Custodian Account FP per paragraph 1-E-4 of reference (a). As custodian, you will be responsible and accountable for property entrusted to your care.

2. A physical inventory of all General Purpose (GP) property is required every year (this includes furniture in storage, if any) and upon relief of the custodian. Inventories may be taken more frequently than required, if deemed necessary. Periodically, you will be furnished an original and one copy of a custody receipt listing for inventory and control purposes. The original will be signed and returned to the Property Officer within the time period specified. The duplicate will be retained by the custodian and annotated between inventories to reflect receipt and

transfers of property.

3. As the custodian, you are solely responsible for notifying the Property Officer of additions, deletions, or changes to your property listing and ensuring the prompt submission of survey reports of lost, damaged, or destroyed property to MLCLANT (flp). Please review references (a) and (b) for additional guidance or contact the Property Officer.

K. D. FORTUNE
Property Officer

Encl. (1) to COMDTINST M4500.5A

Commanding Officer
United States Coast Guard
Aviation Training Center
Mobile, AL 36608-9682
Phone: (205) 639-6308

4500
25 MAY 98

From: Property Officer
To: SKC Franklin P. Custodian, USCG

Subj: RELIEF AS PROPERTY CUSTODIAN

Ref: (a)Property Management Manual, COMDTINST M4500.5A

1. SK1 James C. Spencer has been designated to relieve you as custodian for all personal property under Custodian Account AAE per paragraph 1-E-4 of reference (a). You, SK1 Spencer and a third disinterested party must conduct a complete inventory of that property, which is listed in enclosure (1), within 30 days. The results of that inventory must be reported to the Property Officer before you will be relieved of your present responsibilities. The independent person assisting in the inventory must be named in the relief letter to complete the audit trail process.

2. Should circumstances prevent conducting a full and complete relief inventory, you must notify the Property Officer immediately.

I. D. PLANNER
Property Officer

Encl: (1) Property Inventory

PROPERTY LISTING (ITEM NAME CODES)

1. General Property. Use the following Item Name Codes (INCs) and Federal Supply Classification Codes (FSCs), extracted from the H6 [Federal Item Name Directory for Supply Cataloging Index], when reporting the general type property listed below:

DESCRIPTION INC FSC

A

Accessory Kit, Electrocardiograph Monitor.....47147 6515
Adding Machine.....15096 7420
Address Plate Machine.....02920 7490
Agitator, Electric Food Blender.....16336 7320
Air Compressor (see Compressor, Reciprocating)
Air Conditioner.....06486 4120
Alidade, Telescopic.....03550 6605
Alidade, Binocular.....03551 6605
Ammeter.....16450 6625
Amplifier, Audio Frequency (communications).....00511 5895
Amplifier, Audio-Radio Frequency (standard).....31195 5963
Analyzer, Alcohol.....38662 6630
Analyzer, Clinical Chemistry.....42054 6630
Analyzer, Gasoline Engine Exhaust.....06236 4910
Analyzer Module, Clinical Chemistry.....41370 6630
Analyzer, Spectrum.....00833 6625
Anchor, Marine, Fluked.....04944 2040
Anchor, Marine, Mushroom.....04945 2040
Answering Machine (see Recorder-Reproducer, Sound)
Antenna.....00749 5985

Anvil, Blacksmith.....03082 5120
Ark Set, Eternal Light and Bema.....16435 9925
Artifact.....ART02 9915
Attenuator, Variable.....00838 5985
Audiometer.....13338 6515
Auger, Earth Boring, Hand.....06193 5120
Auger, Earth Boring, Portable.....19582 3820
Auger, Kit, Water Closet, Pipe & Sewer, Elect.....20177 5130
Auger, Post Hole, Hand.....05625 5120

B

Balance Trip.....13580 6670
Balancer, Vehicle, Wheel.....06309 4910
Bar, Serving.....21145 7105
Bar Bell, Gymnastic.....07104 7830
Bar Code Scanner.....(See Encl.44)
Barometer, Aneroid, Meteorological.....01070 6660
Barometer, Mercurial, Meteorological.....01072 6660
Base, Bookcase, Section.....11288 7110
Base, Stand (Microphone).....02854 5965
Battery Charger (see Charger, Battery)

DESCRIPTION INC FSC

Battery Counter, Electromotive Force.....03736 6140
Bed, Adjustable (excl. shipboard type).....13483 6530
Bed, Non-Adjustable (hospital type).....32406 6530
Bedstead.....08283 7105
Beeper (see Receiver-Transmitter, Subassembly)
Bell Sanctus.....04697 9925
Bell, Ship's.....09211 6350
Bender Set, Tube, Hand.....18964 5120
Bending Machine, Pipe & Conduit.....05517 3441
Bicycle.....33636 2340
Binoculars (excl. fire control).....08634 6650
Blackboard (see Chalkboard)
Blast Cleaning Machine (maintenance type).....10890 4940
Board, Transfer, Patient.....48951 6530
Boat, Gravy (see Gravy Boat)
Boat, Landing, Inflatable.....14262 1940
Boat, Utility.....14284 1940

Bolt Cutter (see Cutter, Wire Rope)
Bookcase (office type).....14925 7110
Bookcase Section (office type).....08078 7110
Booth, Audiometric Examination.....23201 6515
Borescope.....21654 6650
Bowl, Baptismal.....04698 9925
Bowl, Eating.....13780 7350
Bowl, Food Serving.....13781 7350
Bowl, Lid, Food Mixing.....40807 7330
Bowl, Serving (see Tureen, Soup)
Bowl, Sugar.....15186 7350
Breath Analyzer (see Analyzer, Alcohol)
Breathalyzer (see Analyzer, Alcohol)
Breathing Apparatus, Oxygen Generating.....17300 4240
Breathing Apparatus, Self-Contained.....21123 4240
Buffet (excl. shipboard type).....08285 7105
Buffing & Polishing Machine (see Polisher Floor, Electric)
Bulletin Board.....00215 7195

C

Cabinet, Bedside (excl. hospital).....11364 7105
Cabinet, Dental.....12832 6520
Cabinet, Filing (see also filing cabinet)
Cabinet, Filing, Address Plate.....16546 7110
Cabinet, Food Warming, Steam.....16743 7310
Cabinet, Map.....21436 7125
Cabinet, Medicine, Combination.....11341 6530
Cabinet, Storage.....11299 7125
Cable Puller Assembly, Hydraulic.....40536 2040
Calculator, Electronic.....42684 7420
Caliper, Indicator, Outside.....08266 5210
Caliper, Micrometer, Outside.....15278 5210
Camera, Motion Picture (16mm only).....02706 6710
Camera Set, Motion Picture (exclude 16mm).....18976 6780
Camera Set, Television (non-airborne).....19382 5820
Camera, Still Picture.....03571 6720

DESCRIPTION INC FSC

Camera, Television (comm. eqpt non-airborne).....00091 5820
Camera-Recording, Video.....39518 5836
Candelabra, Chapel.....04707 9925
Candle Burner.....13106 6260
Candlestick, Altar.....16434 9925
Candlestick Set, Altar.....58476 9925
Canoe.....41475 1940
Cart, General Hauling.....07110 3920
Cart, Medicine.....13952 6530
Carving Set, Meat.....58591 7340
Case, Chronometer, Gimbal.....18697 6645
Cash Register.....02938 7490
Casserole, Food.....16273 7350
Cassette Recorder (see Tape, Sound Recording, Office)
Cell Counter Electromotive Force (see Battery, Counter, Electromotive Force)
Cellular Phone (see Telephone)
Center Message, Teletypewriter.....00545 9999
Centrifuge, Laboratory.....17093 6640
Chain, Hoist, Set.....14376 3950
Chair, Barber's (excl. shipboard type).....02664 3590
Chair, Dental Operating.....13898 6520
Chair, Easy (household type).....11392 7105
Chair, Hospital Ward.....19299 6530
Chair, Rotary (office type).....11398 7110
Chair, Straight (office type).....11397 7110
Chair, Student, with Desk.....11344 7110
Chalkboard.....32578 7110
Chaplain's Kit.....16430 9925
Charger, Battery.....00480 6130
Chest Weight, Gymnastic.....07069 7830
Chisel, Power Hammer.....05211 5130
Chlorination Kit.....21057 6850
Chronometer.....18695 6645
Clarinet.....15859 7710
Cleaner & Tester, Spark Plug.....06695 4910
Cleaner, Spark Plug.....08339 4910
Cleaner, Steam, Pressure Jet.....10239 4940
Cleaner, Steam, Pressure Jet, Trailer Mount.....19228 4940
Cleaner, Vacuum, Electric.....28054 7910
Cleaner, Vacuum, Self-Propelled, Street.....21509 3825
Cleaner, Vacuum, Trailer Mount.....22385 3825
Climber's Equipment Set.....33281 8465
Climbing Rope, Exercise, Gymnastic.....07100 7830
Climbing Rope Set, Exercise, Gymnastic.....07364 7830
Clinometer, Inclination.....42537 6605

Clock, Alarm.....05082 6645
Clock, Marine, Mechanical.....05085 6645
Clock, Recording, Watchman's.....62177 6645
Clock, Time Recording, Stamp Time (see Stamp, Time or Recorder, Time)
Clock, Wall.....05086 6645
Club, Golf.....06952 7810
Coffee Maker, Drip.....11031 7310
Coffee Maker, Percolator.....11032 7310
Coffeepot, Serving.....15169 7350

DESCRIPTION INC FSC

Coffeepot-Teapot, Individual Service.....15170 7350
Collator, Paper, Mechanical.....15098 7490
Collection Plate.....04699 9925
Communion Set, Chapel.....16431 9925
Communion Set, Visitational.....16432 9925
Compass, Magnetic, Mounted.....16206 6605
Compass, Magnetic, Surveyor's.....18439 6675
Compass, Magnetic, Unmounted (excl. Azimuth).....16207 6605
Compressor, Centrifugal.....17641 4310
Compressor, Reciprocating (excl. veh air brake).....03815 4310
Compressor Unit, Reciprocating.....29301 4310
Computer, Analog.....(See Encl.44)
Computer, Digital.....(See Encl.44)
Computer System, Digital.....(See Encl.44)
Control Assembly, Push-Pull, Misc. Power Trans).....07468 3040
Control, Multiplexer (radio & TV-excl airborne).....19613 5820
Control, Receiver.....19617 5895
Control, Receiver-Transmitter.....60291 5895
Cooker, Steam.....07463 7310
Copying Machine, Direct, Electrostatic Process.....29070 3610
Copying Machine, Indirect Electrostatic Proc.....29072 3610
Copying Machine, Thermographic Process.....29074 3610
Core, Memory Unit, Input/Output/Storage Devices.....(See Encl.44)
Counter, Blood Cells.....13653 6640
Counter, Electrical.....16412 6680
Counter, Electronic Digital Readout.....26835 6625
Counter, Reciprocating.....30761 6680

Counter, Rotating.....30762 6680
Coveralls, Men's (excl. special purpose).....13757 8405
Credenza, Office.....22812 7110
Creeper, Mechanic's.....06436 4910
Cruet, Communion.....04709 9925
Cruet, Condiment.....04664 7350
Cultivator, Garden.....41738 3750
Cutlery Kit.....16525 7360
Cutter, Bolt, (hand).....03072 5110
Cutter, Cable, Hand-Operated.....19183 5110
Cutter, Paper.....18023 5110
Cutter, Pipe.....03081 5110
Cutter, Steel Strapping.....15924 5110
Cutter, Wire Rope, Hand.....19184 5110

D

Davenport (office type).....08346 7110
Davenport, Sectional (excl. shipboard type).....22568 7105
Dehumidifier, Space.....21284 4440
Densitometer, Physical Properties Testing.....06154 6635
Densitometer, Radiographic.....06154 6625
Dental Equipment Set (central lab).....14015 6545
Dental Operating Unit.....13948 6520
Desk Attachment, L-Unit.....22480 7110
Desk, Flat Top, Office.....13241 7110
Desk-Table, Drawing.....61979 6675

DESCRIPTION INC FSC

Desk, Typewriter (office type).....13240 7110
Detecting & Tracing Set, Metal.....35360 6695
Detector, Gas.....37401 6665
Detector, Metallic Particle.....31902 2995
Die Set, Metal Stamping, Hand.....17776 5110
Dish, Baking.....15282 7330
Dish, Eating.....15187 7350
Dish, Food Serving.....15183 7350
Dishwashing Machine, Commercial.....04737 7320
Dishwashing Machine, Household.....04753 7320

Dispenser and Counter, Narcotic Capsule-Tablet.....22395 6530
Dispenser, Beverage, Mechanically Cooled.....32690 7310
Dispenser, Bulk, Milk, Mechanically Cooled.....61580 7310
Dispenser, Butter.....45780 7310
Dispenser, Cream Liquid.....05435 7310
Dispenser, Drinking Water, Mechanically Cooled.....04766 4110
Dispenser, Drinking Water, NonMechanically Cool.....04436 4110
Dispenser, Salt Tablet.....13740 4510
Dispenser, Service Tray, Automatic.....28961 7320
Dispenser, Sugar.....14248 7350
Dispenser, Tableware, Automatic.....19769 7320
Diver's Suit.....45022 4220
Drafting Machine.....04423 6675
Dresser (excl. shipboard type).....08297 7105
Drill, Electric, Portable.....11249 5130
Drill, Pneumatic, Portable.....11250 5130
Drilling Machine, Upright (stationary).....03945 3413
Dryer, Clothes (see Drying Tumbler)
Drying Kit, Photographic Print.....18965 6780
Drying Tumbler, Commercial Laundry.....04233 3510
Drying Tumbler, Household Laundry.....04176 3510
Dummy Load, Electrical.....00335 5985
Duplicating Machine, Key (see Key Duplicating Machine)
Duplicating Machine, Spirit (Ditto).....02822 3610
Duplicating Machine, Stencil.....02823 3610
Duplexing Group.....17400 5895

E

Edger, Lawn, Power.....22658 3750
Editor, Motion Picture Film.....06148 6740
Electrocardiograph.....13021 6515
Electrode, Grounding, Electrosurgical.....38363 6515
Electrosurgical Apparatus (dental).....13904 6520
Electrosurgical Apparatus (other than dental).....13904 6515
Embossing Machine, Address Plate.....02923 7490
Embossing Machine, Identification Tape.....27018 7490
Emergency Medical Treatment Unit.....21551 6545
Engraving Machine, Pantograph.....03359 3417
Eraser, Magnetic (sound recording/reproducing).....19288 5835
Etcher, Electric.....05395 5130
Exercise Machine, Stationary Bike.....45592 7830
Exerciser, Arm, Gymnastic.....07055 7830
Extinguisher, Fire, Carbon Dioxide (CO2).....06359 4210

DESCRIPTION INC FSC

Extinguisher, Fire, Dry Chemical.....06363 4210
Extinguisher, Fire, Water (H2O).....06365 4210

F

Faceshield, Industrial.....22768 4240
Facsimile Set.....00177 5815
Fan, Circulating.....30260 4140
FAX Machine (see Facsimile Set; Receiver-Transmitter, Facsimile; Copying Machine, Direct Electrostatic Process)
File, Visible Index, Cabinet.....11300 7460
Filing Cabinet, Office.....11287 7110
Filing Cabinet, Rotary.....20854 7460
Fishing Tackle Kit.....16460 7810
Flagon, Communion.....04705 9925
Flagstaff.....04478 8345
Flash Unit, Photographic, Repeating.....08061 6760
Flatware Set.....19297 7360
Food Blender, Electric (excl. laboratory type).....16335 7320
Fork, Dessert.....04668 7340
Fork, Lift, Truck.....06186 3930
Fork, Pickle.....04670 7340
Fork, Salad.....04672 7340
Fork, Seafood.....04673 7340
Fork, Table.....04674 7340
Freezer, Mechanical, Food.....35636 4110
Fryer, Deep Fat.....08102 7310
Furniture, Systems/Modular (see Work Station, Office; Workstation Sub-Assembly, Office Type)

G

Galvanometer.....16451 6625
Game, Shuffleboard.....24212 7820
Gangplank.....40468 2040
Generator, AC (Alternating Current).....00781 6115
Generator, AC/DC (Alternating/Direct Current).....00482 6115
Generator Set, Gasoline Engine (stationary).....00477 6115
Generator Set, Gasoline Engine Trailer.....16375 6115

Generator, Signal.....03901 6625
Goblet.....07603 7350
Gravy Boat.....15171 7350
Griddle, Self-Heating.....07454 7310
Grill, Electric.....05274 7310
Grinder, Electric, Portable.....02523 5130
Grinding and Polishing Machine, Dental Lab.....11131 6520
Grinding Machine, Bench, Hand Operated.....03367 3415
Grinding Machine, Surface, Reciprocating.....03153 3415
Grinding Machine, Utility.....03170 3415
Grinding Machine, Valve Face (indus. prod type).....08490 3415
Gun, Air Blow.....05657 4940
Gun, Rivet Pin.....21401 5130

DESCRIPTION INC FSC

H

Hammer, Electric, Portable.....02525 5130
Hammer, Pneumatic, Portable.....02526 5130
Handset.....00786 5965
Headset, Acoustical.....00092 5965
Heater, Space, Electric.....03232 4520
Helmet, Welder's.....11102 4240
Hoist, Chain.....04587 3950
Hoisting Unit, Engine Aircraft Mount.....17088 1730
Hoisting Unit, Tripod, General Purpose.....17012 3950
Horse, Gymnastic.....20708 7830
Hose, Non-Metallic.....22670 4720
Hot Plate, Electric (excl. laboratory type).....05271 7310

I

Ice Making Machine, Cube.....06872 4110
Ice Making Machine, Flake.....06870 4110
Incubator, Bacteriological.....17095 6640
Incubator, Dry Heat.....36778 6640
Incubator, Infant.....03234 6530
Indicator, Dial.....06275 5210
Indicator, Scale.....13794 5210

Inhaler, Oxygen-Carbon Dioxide (O2CO2).....13842 6515
Inter-Communication Station (airborne).....03570 5831
Intoximeter (see Analyzer, Alcohol)

J

Jack, Dolly Type, Hydraulic.....19970 4910
Jack, Hydraulic, Hand.....03346 5120
Jack, Hydraulic, Tripod.....19900 1730
Jacket, Chemical and Oil Protective.....07772 8415
Jacket, Cold Weather.....14760 8415
Jacket, Wet Weather.....04524 8405
Jaws-Of-Life (see Rescue & Salvaging Kit, Hydraulic)
Jointer, Woodworking.....07238 3220

K

Key Duplicating Machine.....03362 3419
Key Punch Machine.....21342 7040
Kiddush Cup.....16425 9925
Knife, Butter.....16338 7340
Knife, Dessert.....16339 7340
Knife, Grapefruit.....16399 7340
Knife, Pie (see Server, Pie & Cake)
Knife, Steak Table.....16343 7340
Knife, Table.....16344 7340

DESCRIPTION INC FSC

L

Ladder, Jacob's.....02571 2090
Ladle, Gravy, Table.....04675 7340
Ladle, Sauce, Table.....04677 7340
Ladle, Soup, Table.....04678 7340
Laminator (see Press, Laminating)
Lamp, Incandescent.....00727 6240
Lamp, Safety, Flame.....06565 6665
Lantern, Candle.....40471 6260
Lantern, Color Perception Testing.....15136 6540

Lantern, Electric.....00747 6230
Lantern, Gasoline.....04294 6260
Lantern, Kerosene.....04267 6260
Lantern, Ocular Muscle Testing.....13296 6540
Lantern Set, Electric.....42311 6230
Lantern Set, Gasoline.....16588 6260
Lathe, Metal, Spinning.....03123 3449
Lathe, Woodworking.....07250 3220
Lens, Camera, General Photographic.....04616 6760
Lens, Camera, Motion Picture.....04617 6760
Lens, Light.....29939 6210
Lens, Projection.....04623 6760
Life Preserver, Vest.....07794 4220
Light, Dental Operating, Ceiling.....28437 6520
Light, Dental Operating, Field.....13903 6520
Light, Dental Operating, Unit.....14779 6520
Light, Dental Operating, Wall Bracket.....13900 6520
Light, Dental, Transilluminator.....41508 6520
Light, Desk.....00515 6230
Light, Floor (excl. medicinal).....00516 6230
Light, Ignition, Timing.....05819 4910
Light, Photographic.....13565 6760
Light, Surgical, Ambulance.....26367 6220
Light, Surgical, Bracket.....16813 6530
Light, Surgical, Ceiling.....09724 6530
Light, Surgical, Field.....09722 6530
Light, Surgical, Stand.....09723 6530
Line Throwing Device.....04792 1095
Litter, Folding, Rigid Poles.....04117 6530
Litter, Rigid, Stokes.....16279 6530
Load Bank, Electrical.....33776 6150
Locker, Clothing (excl. shipboard type).....05303 7125

M

Magnetic Inspection Unit, Portable.....19006 6635
Mailing Machine.....35480 7490
Maneuvering Board.....03584 6605
Mannequin, Resuscitation Training.....28193 6910
Mask, Gas.....10097 4240
Meat Slicing Machine, Electric.....05247 7320
Medical Kit, Hospital Emergency.....46135 6515
Megaphone, Hand.....07666 8465

DESCRIPTION INC FSC

Menorah.....04708 9925
Meter, Ampere - Hour.....60725 6625
Meter, Atmospheric Test (see Meter, Arbitrary Scale or
Meter, Special Scale)
Meter, Arbitrary Scale.....16476 6625
Meter, Electrical, Multimovement.....04429 6625
Meter, Special Scale.....61955 6625
Microfiche (see Viewer-Printer, Projection; Viewer Still
Picture)
Micrometer, Electronic, Mutual Inductance.....09785 6695
Microphone, Dynamic.....00362 5965
Microscope, Laser.....61887 6650
Microscope, Optical.....09176 6650
Microscope Set, Medical Laboratory Equipment.....28898 6545
Microwave Oven (see Oven, Microwave)
Mixer, Concrete, Trailer Mounted.....05454 3895
Mixer, Food (see Mixing Machine, Food, Electric)
Mixer, Liquid, Revolving Shaft.....05706 4940
Mixer, Rotary Tiller.....05711 3895
Mixing Machine, Food, Electric.....05245 7320
Model, Aircraft & Ships.....Mod01 6910
Model, Anatomical.....03212 6910
Modem.....(See Encl.44)
Modular Furniture (see Work Station, Office; Workstation
Sub-Assembly, Office Type)
Motor, Alternating Current.....00530 6105
Mouthpiece, Spirometer.....39061 6515
Mower, Lawn, Hand.....03337 3750
Mower, Lawn, Power.....03333 3750
Mower, Lawn, Tractor Propelled.....03338 3750
Mustard Pot.....15188 7350
Multimeter.....00794 6625

N

Nailing Machine, Automatic.....12919 3540
Navigation Set, Satellite Signal, airborne.....39376 5826
Navigation Set, Satellite Signal, nonairborne.....39376 5825
Net, Cargo Tie-Down, Aircraft Pallet.....25035 1670
Nibbler, Electric, Portable.....02540 5130

Notching Machine, Sheet Metal, Hand.....05508 3445
Nozzle, Fire Hose.....38129 4210

O

Oar.....15270 2040
Office Trailer (see Trailer, Van)
Ohmmeter.....00494 6625
Opener, Can, Electric.....16276 7330
Organ.....07692 7710
Oscilloscope (electronic testing).....00357 6625
Ottoman.....11340 7105
Outboard Motor, Gasoline.....13576 2805
Oven, Baking, Deck.....07460 7310
Oven, Baking & Roasting, Deck.....07461 7310
Oven, Baking & Roasting, Portable.....58132 7310
Oven, Laboratory.....17096 6640

DESCRIPTION INC FSC

Oven, Microwave.....34752 7310
Oven, Thermal Drying, Electric.....12824 4430
Oven, Warming, Electric.....07462 7310

P

Pad, Cleaning, Surgical Instruments.....45538 6515
Pad, Writer, Electrocardiograph.....46747 6515
Padlock Set.....17013 5340
Pager (see also Receiver-Transmitter, Subassembly)
Pager, Communication.....49625 5805
Paintings.....ART01 9915
Paper Shredding Machine (see Shredding Machine, Paper)
Parallel Bars, Gymnastic.....07060 7830
Partition, Free Standing.....32275 7195
Pepper Shaker.....04662 7350
Photocopying Machine.....26145 3610
Piano, Upright (service band).....07648 7710
Pipe, Bent, Fire Extinguishing System.....61612 4210
Pitcher, Cream.....15172 7350

Pitcher, Syrup.....15173 7350
Pitcher, Water.....15174 7350
Plane, Electric, Portable.....07977 5130
Plane Jointer.....03241 5110
Planer, Plastic, Woodworking.....62328 3220
Plate, Eating.....15168 7350
Platter, Food Serving.....15185 7350
Polisher, Floor, Electric.....04089 7910
Polisher, Portable, Electric.....22276 5130
Pool Table.....16465 7830
Porcelain, Dental.....38992 6520
Power Supply.....00740 6130
Press, Laminating, Protective Covering.....13506 3590
Press, Lead Seal, Hand.....05677 5120
Press, Punch, Power.....17971 3443
Printer, Projection, Photographic.....05951 6740
Processing Machine, Photographic Film.....06110 6740
Processing Machine, Radiographic Paper & Developer,
Developer Assembly, Medical.....14916 6525
Processing Unit, Dental Resins.....23558 6520
Processing Unit, Photographic Film.....06131 6740
Processing Unit, X-Ray Film.....14853 6525
Programmer, Electronic, Command Signal-comm eqp.....60851 5895
Projector, Motion Picture, Silent.....17514 6730
Projector, Motion Picture (excl. 16mm).....03038 6730
Projector, Motion Picture, Silent & Sound.....03037 6730
Projector, Still Picture (Slides, O/H).....03033 6730
Projector, Video.....38886 5836
Public Address Set (non-airborne).....00179 5830
Pulpit and Lectern Hanging.....16428 9925
Pump, Axial Pistons (excl. aircraft).....14791 4320
Pump, Centrifugal.....14741 4320
Pump, Reciprocating.....30409 4320

DESCRIPTION INC FSC

Pump Unit, Centrifugal.....17988 4320
Pump Unit, Hydraulic, Hand Driven.....27494 4320

R

Rack, Book (hanging, office type).....14880 7110
Radiac Set.....07331 6665
Radiacmeter.....07833 6665
Radio Set (excl. navigational) (nonairborne.....19533 5820
Radio Set (excl. navigational) (home style).....19533 7730
Radio Set, Control Group (excl. airborne).....19408 5820
Radio Set Group.....19409 5820
Radio Set Group.....19409 5895
Radio Terminal Set (except navigation).....19552 5820
Range, Electric.....10856 7310
Range, (Natural) Gas.....05273 7310
Reader, Bar Code.....(See Encl.44)
Receiver & Monitor, Video (see Television Set)
Receiver, LORAN (excl. airborne).....19523 5825
Receiver, Radio (excl. navigational).....19438 5820
Receiver, Subassembly.....17068 5895
Receiver, Transmitter, Radio (excl. navigation).....19506 5820
Receiver-Transmitter, Facsimile.....19354 5815
Receiver-Transmitter Set, Radio (excl. navig.).....24409 5820
Receiver-Transmitter, Subassembly.....17069 5895
Receiving Set, Radio.....19511 7730
Record Player (home type).....19264 7730
Record Set, Disk.....15986 7740
Recorder, Time.....02671 6645
Recorder-Reproducer, Sound (office type).....02932 7450
Recorder-Reproducer Set, Sound (Tape Player).....19538 7730
Recorder-Reproducer Sub-Assembly, Sound.....19295 5835
Recreational Kit.....07389 7810
Reel, Fishing Rod.....03284 7810
Refrigerator, Mechanical, Food.....35637 4110
Refrigerator-Freezer, Mechanical, Food.....35635 4110
Refrigeration Unit, Mechanical.....13501 4110
Reproducer, Sound.....19293 7730
Rescue & Salvaging Kit, Hydraulic.....35173 4240
Respirator Outfit.....14568 4240
Resuscitator & Aspirator.....26769 6515
Ring Buoy, Lifesaving.....07590 4220
Rivet Set, Hand.....04956 5120
Rivet Set, Pneumatic Tool.....05261 5130
Rod, Fishing.....03288 7810
Roller, Lawn, Hand.....17763 3750
Rope, Wire.....30295 4010
Rotary Tool Kit, Electric.....18083 5130
Router, Electric, Portable.....20881 5130
Routing Machine, Woodworking.....07511 3220

Rowing Machine.....16751 7830
Rubber Stamp, Fixed Type.....03586 7520
Rubber Stamp Set, Price Marking.....18010 7520
Rug Set, Chapel.....16437 9925

DESCRIPTION INC FSC

S

Safe.....02662 7110
Safe Assembly, Burglar Resistant.....13007 7110
Salt Shaker.....04663 7350
Sand Blaster (see Blast Cleaning Machine)
Sander, Disk.....08043 3220
Sander, Disk, Electric, Portable.....19877 5130
Sander, Belt, Electric, Portable.....02536 5130
Sander, Drum, Power Feed.....08054 3220
Sander, Floor, Power-Driven.....09165 3220
Sander, Oscillating Pad, Electric, Portable.....18502 5130
Saw & Jointer, Woodworking.....07247 3220
Saw & Miter Box, Circular Power.....62329 3220
Saw, Band, Metal Cutting.....17908 3405
Saw, Band, Portable, Power Driven.....62214 5130
Saw, Band, Woodworking.....07433 3220
Saw, Chain.....07249 3695
Saw, Circular, Portable, Electric.....07847 5130
Saw, Circular, Table Type.....07434 3220
Saw, Jig, Woodworking.....07239 3220
Saw, Power Hack.....03350 3405
Saw, Power Hack, Portable.....22287 3450
Saw, Radial, Overarm, Woodworking.....07446 3220
Saw, Radial, Overarm, Woodworking, Trailer Mnt.....20775 3220
Saw, Reciprocating, Portable, Electric.....18798 5130
Saw, Reciprocating, Portable, Pneumatic.....11076 5130
Saxaphone.....15864 7710
Scale, Alloy and Mercury Proportioning, Dental.....13330 6520
Scale, Inlay Investment Proportioning, Dental.....19089 6520
Scale, Mail & Parcel Post.....19012 6670
Scale, Weighing.....38066 6670
Scaling & Chipping Tool, Electric.....28960 5130

Scanner, Bar Code (see encl. 44)
Scanner, Optical.....(See Encl.44)
Scooter, Motor.....14652 2340
Screen, Bedside.....11037 6530
Screen, Projection.....06132 6730
Sealing Iron, Electric.....05314 3540
Sealing Machine.....47060 3540
Secretary (excl. shipboard type).....08286 7105
Server, Pie & Cake.....15361 7340
Serving Bowl (see Tureen, Soup)
Sewing Machine, Household.....16757 7290
Sewing Machine, Industrial (excl. shoe stitch).....04781 3530
Sextant, Marine.....03717 6605
Shaper, Metal Cutting, Horizontal.....03816 3418
Shredding Machine, Paper (office type).....38099 7490
Slicer, Fruit & Vegetable.....22360 7330
Slide File, Photographic.....05952 6760
Socket Set, Socket Wrench (hand).....19036 5120
Soda Fountain.....16514 7310
Software.....(See Encl.44)
Soldering Gun.....00207 3439

DESCRIPTION INC FSC

Soldering Iron, Electric.....03559 3439
Spanner Attachment Set, Socket Wrench.....35340 5120
Spectrometer, Diffraction Grating.....62416 6650
Spineboard.....48324 6530
Spirometer, Mouthpiece (see Mouthpiece, Spirometer)
Splicer & Rewinder, Photographic Film.....06151 6740
Spoon, Bouillon.....04679 7340
Spoon, Demitasse.....04680 7340
Spoon, Dessert.....04681 7340
Spoon, Food Service.....14696 7340
Spoon, Iced Tea.....04683 7340
Spoon, Salad Serving.....61108 7340
Spoon, Soup.....04685 7340
Spoon, Sugar.....04686 7340
Spoon, Table.....04687 7340
Spoon, Tea.....04688 7340

Spray Gun, Paint.....05692 4940
Spray Outfit, Paint.....06253 4940
Staircase, Exercise.....48274 6530
Stamp, Time (excl. hand stamp).....02672 6645
Stamping Machine, Nameplate.....10896 7490
Stand, Bible and Missal.....04710 9925
Stand, Jump.....07101 7810
Stand, Maintenance, Aircraft Engine.....06392 4920
Stand, Music.....05966 7720
Stand, Office Machine.....11239 7110
Steam Table.....07612 7310
Stencil Cutting Machine, Hand.....04082 7490
Step, Jacob's Ladder.....45034 2090
Step, Ladder.....46835 5440
Stepladder.....02119 5440
Sterilizer, Surgical Instrument.....04495 6530
Stool, Dental Operating Chair.....28018 6520
Stool, Revolving (office type).....11342 7110
Stool, Straight (office type).....11330 7110
Stopwatch.....04786 6645
Streamer, Award.....29356 8345
Streamer Set, Award.....29357 8345
Stroboscope.....00536 6680
Stylus, Sound Reproducing (excl. office type).....00831 5835
Sugar Shaker (see Dispenser, Sugar)
Suit, Wet (see Diver's Suit)
Swim Fins.....11043 4220
Switchboard, Signal Distribution, Radar.....03746 5895
Systems Furniture (see Work Station, Office; Workstation
Sub-Assembly, Office Type)

T

Table, Bedside (excl. hospital type).....14920 7105
Table, Chart (excl. shipboard type).....14929 7110
Table, Dining (excl. shipboard type).....11271 7105
Table, Drawing.....18886 6675
Table, Electrical Test & Maintenance-basic tool.....13641 6625
Table, Examining.....11278 6530

DESCRIPTION INC FSC

Table, Examining and Treatment.....11294 6530
Table, Food Preparation.....16495 7320
Table, Game.....19225 7820
Table, Obstetrical and Gynecological.....11295 6530
Table, Occasional (office type).....11375 7110
Table, Office (conference type).....11282 7110
Table, Obstetrical and Gynecological.....11295 6530
Table, Operating, Hospital.....11279 6530
Table, Radiographic.....06342 6525
Table, Radiographic-Urological.....06343 6525
Table, Surgical Instrument and Dressing.....36420 6530
Table, Table Tennis (Ping Pong).....07048 7810
Table Tennis Set.....07398 7810
Table, Tracing, Drafting.....18137 6675
Table, Work, General.....19574 7195
Table, Work, Automotive Maintenance.....19575 4910
Tachometer, Mechanical, Hand Held.....07114 6680
Tap Set, Thread Cutting.....19797 5136
Tape Recorder (see Tape, Sound Recording)
Tape, Sound Recording (office type).....00315 7450
Tape, Video Recording.....35664 5836
Teapot, Serving.....15176 7350
TDD Telephone Unit (see Telephone Connecting Station)
Telephone.....00306 5805
Telephone Answering Machine (see Recorder-Reproducer, Sound)
Telephone Connecting Station (for hearing impaired).....01823 5805
Telephone System.....35522 5805
Telescope, Straight (excl. fire control).....08633 6650
Teletypewriter.....00353 5815
Television Set (Home).....19535 7730
Tensiometer.....18902 6635
Tester, Torque Wrench.....61233 6635
Threading Machine, Pipe & Bolt (excl. portable).....03352 3419
Tiller (see Cultivator, Garden)
Toaster, Electric.....05299 7310
Tool Box, Portable.....22043 5140
Tool Kit, Electronic System.....34588 5180
Torch Outfit, Cutting.....42571 3433
Torch Outfit, Welding.....26007 3433
Tractor, Wheeled, Agricultural.....02703 2420
Trailer, Boat Moving.....10936 2330
Trailer, Transportable Shelter (Camping).....61266 2330
Trailer, Van (Office).....12985 2330
Transit.....18489 6675

Transmitter Assembly, Radio (nonairborne).....19420 5820
Transmitter, Radio (excl. navigational).....19436 5820
Transmitting Set, Radio (excl. navigational) (nonairborne)...19516 5820
Tray, Communion.....16426 9925
Tray, Service.....08108 7350
Trimmer, Hedge, Power.....03325 3750
Trimmer, Paper, Drop Knife.....03592 7520
Tripod, Photographic.....13638 6760
Trombone, Bass.....06010 7710

DESCRIPTION INC FSC

Truck, Food Service.....41189 7310
Truck, Lift, Hand.....33461 3920
Truck, Lift, Fork.....03197 3930
Truck, Pallet, Powered.....21921 3930
Trumpet.....15997 7710
Tureen, Soup.....15177 7350
Turntable, Sound Reproducer (Phonograph).....00245 5835
TV (see Television Set)
Typewriter.....02814 7430

U

Urn, Coffee, Single.....07436 7310
Urn, Coffee, Twin.....07437 7310
Urn, Coffee, Battery.....07439 7310

V

Vegetable Cutting & Slicing Machine.....16394 7320
Vending Machine.....45263 3550
Video, VCR (see Tape, Video Recording)
Viewer, Infrared (night vision eqp).....26085 5855
Viewer, Still Picture.....17324 6730
Viewer-Printer, Projection (microfiche).....21930 6730
Vise, Bench & Machine Table.....03096 3460
Voltmeter (excl. specially designed).....16449 6625

W

Waffle Iron, Electric.....05270 7310
Wardrobe (excl. shipboard type).....08287 7105
Washing Machine-Drying Tumbler-Household Laundry.....23192 3510
Washing Machine, Household Laundry, Power.....04166 3510
Watch, Pocket.....17173 6645
Water Cooler (see Dispenser, Drinking Water)
Welding Machine, Arc.....03714 3431
Work Station, Office.....45122 7110
Workstation Sub-Assembly, Office Type.....47286 7110
Wrench, Impact, Pneumatic.....18426 5130
Wrench, Torque.....17611 5120

X

X-Ray Apparatus, Dental.....06317 6525
X-Ray Apparatus, Radiographic, Medical.....06320 6525
X-Ray Equipment Set, Dental, Field.....21565 6545

(Reverse Blank)

LOAN AGREEMENT FOR HISTORICAL PROPERTY (OUTGOING)

1. Approvals. Forward agreements for historical property to Commandant (G-CP) for approval. Commandant (G-CFM) is the approving authority for personal property other than historical artifacts.

2. Documentation. Use attachment (1) to this enclosure to document all loans of historical property. A brief explanation of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. 2000d-42, U.S.C. 2000d-4) and some definitions are provided as attachment (2) to this enclosure. Borrower must complete the Department of Transportation's Title VI Assurances included as attachment (3).

Attachment (1) Loan Agreement
(2) Civil Rights Act of 1964 - Title VI
(3) Standard DOT Title VI Assurances

Attachment (1)

AGREEMENT FOR OUTGOING LOAN

To: _____
(Borrower's Name)

_____
(Address)

_____
(Point of Contact)

From: _____

In accordance with the conditions attached hereto the objects listed below are borrowed for the following purpose only: for the period of_____to_____

(approximate time objects leave U. S. Coast Guard until their return receipt).

Location of object(s) while on loan:
_____
_____
_____

Initiated by: _____

Description of object(s): (include size, materials, identifying numbers)	Condition	Value
	_____	_____

INSURANCE: (See attached conditions)
SHIPPING AND PACKING:
Object(s) will be packed by:
Charges to borrower:
_____

YES: [] NO: []

Object(s) will be shipped to (address):

_____
_____
_____

From U.S. Coast Guard or other (address):

_____
_____
_____

Credit Line: "LOANED BY THE U.S. COAST GUARD"
(for exhibition, label, and catalog)

SPECIAL REQUIREMENTS for installation and handling:

_____
_____
_____
_____
_____

The borrower agrees to the following CONDITIONS OF LOAN:

PROTECTION

1. The object(s) borrowed shall be given special care at all times to ensure against loss, damage, or deterioration. The borrower agrees to meet the special requirements for installation and handling as noted on the face of this agreement form. Furthermore, the U.S. Coast Guard (hereinafter "Coast Guard") may require an inspection and approval of the actual installation by a member of its staff as a condition of the loan. Upon receipt and prior to return of the objects, the borrower must make a written record of condition. The Coast Guard is to be notified immediately, followed by a full written report, including photographs, if damage or loss is discovered. No object may be altered, repaired, or subjected to a more than routine cleaning without the written permission of the Coast Guard. Object(s) must be maintained in a building equipped to protect objects from fire, smoke, or flood damage; and protected from extreme temperatures and humidity, excessive light, and from insects, vermin, dirt, or other environmental hazards. Objects must be handled only by experienced personnel and be secured from damage and theft.

INSURANCE

2. Objects shall be insured during the period of this loan for the value stated on the face of this agreement under an all-risk, wall-to-wall policy subject to the following standard exclusions: gradual deterioration, or inherent vice; hostile or warlike action, insurrection, rebellion, etc.; nuclear reaction, nuclear radiation, or radioactive contamination.

3. In the event of loss or damage, the Borrower's maximum liability will be based on the agreed value as herein stated. Insurance values may be reviewed periodically, and the Coast Guard reserves the right to require an increase in coverage.

4. The Borrower hereby warrants that the required coverages described above will be secured and maintained and that the Coast Guard will be named as an additional insured. The Coast Guard requests documentary evidence of coverage such as a copy of the policy or a certificate of insurance. If the Borrower fails to secure and maintain said insurance, the Borrower will, nevertheless, be required to respond financially in case of loss or damage as if said insurance were in effect.

5. In limited cases, the Coast Guard may waive insurance, but in these instances it is understood and agreed that the Borrower will indemnify the Coast Guard for any and all loss or damage to the object(s) occurring during the period of the loan, as if it were insured as stated above.

CLAIMS

6. The borrower agrees that during the term of this agreement, the borrower shall exonerate, and hold harmless, the U.S. Cost Guard, and its employees, from any and all claims and demands for which the borrower is legally bound to pay as a result of any injury to persons, loss of life, or damage to private or museum property, while the borrower is in the possession of the items listed on the face of this agreement, to the extent allowed bylaw.

PACKING AND TRANSPORTATION

7, Packing and transportation shall be by safe methods approved in advance by the Coast Guard. Unpacking and re-packing must be done by experienced personnel under supervision.

CREDIT AND REPRODUCTION

8. Each object shall be identified as property of the U.S. Coast Guard. Unless otherwise agreed to in writing, no reproductions are permitted by the Borrower except photograph copies for catalog and publicity uses related to the stated purpose of this loan.

COSTS

9. Unless otherwise noted, packing, transportation, customs, insurance, and other loan-related costs of shipping to and from the Borrower shall be borne by the Borrower.

RETURN/EXTENSION/CANCELLATION

10. Object(s) must be returned to the Coast Guard in satisfactory condition by the stated termination date. Any extension of the loan period must be approved in writing by the initiating office and must be covered by a parallel extension of insurance. The Coast Guard reserves the right to recall the object from loan on short notice, if necessary. The Coast Guard reserves the right to cancel this loan for good cause at any time, and will make every effort to give reasonable notice thereof.

LOANS TO OTHER ORGANIZATIONS

11. Borrower is not authorized to loan the object(s) listed on the face of this agreement to other organizations without the written approval of the initiating Coast Guard office. Doing so may result in the recall of the object(s) and termination of this loan.

GOVERNING AGREEMENT

12. In the event of conflict between this agreement and any forms of the

Borrower, the terms of this agreement shall be controlling.

RENEWABLE/NOT RENEWABLE

13. This agreement is: Renewable [] Not Renewable []

I HAVE READ AND AGREE TO THE ABOVE CONDITIONS AND CERTIFY I AM
AUTHORIZED TO AGREE THERETO.

NAME: _____

SIGNATURE: _____ DATE _____
(Borrower or Authorized Agent

TITLE: _____

APPROVED FOR THE U.S. COAST GUARD:

NAME: _____

SIGNATURE: _____ DATE _____
(For Commandant)

TITLE: _____

ATTACH STANDARD D.O.T. TITLE VI ASSURANCES

Attachment (2)

CIVIL RIGHTS ACT OF 1964 - TITLE VI

1. Non-discrimination Policy. Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall be subjected to discrimination under any program or activity receiving federal financial assistance. Pursuant to Title 33, Code of Federal Regulations, Part 24, all nonfederal licensees and leasees shall be made aware of their responsibilities and obligations under the Civil Rights Act and comply with the nondiscrimination provisions contained therein.

   a. Definitions. For the purpose of implementing the requirements of the Civil Rights Act, the following definitions are applicable:

      (1) Full Monetary Considerations. The full fair market rental consideration established for the property by the high bidder, or by negotiation less the estimated cost to the recipient to assume the maintenance and protection obligations for the property. In cases where the license/lease is granted on a no cost or nominal cost basis, it shall be considered that the government is receiving less than full monetary consideration.

      (2) Federal Financial Assistance. Includes the permission to use (on other than a casual or transient basis) Federal real property or any interest in such property without monetary consideration, or at a nominal monetary consideration, or at a monetary consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by authorizing such use.

   b. Periodic Compliance Reviews. Integrated Support Commands (ISCs), maintenance and logistics commanders, and commanding officers of Headquarters units shall from time to time review the practices of licensees and lessees to determine whether they are complying with the requirements of the nondiscrimination clause. This review shall include, whenever possible, on-site inspection of the utilized property.

   c. Revocation for Noncompliance. If a compliance review,

report, complaint, or any other information indicates a possible failure to comply with the nondiscrimination provision, the ISC commanding officer, maintenance and logistics commander, or commanding officer of a Headquarters unit shall

determine the circumstances surrounding the matter. If noncompliance is indicated the licensee or lessee shall be so informed and the matter resolved by informal means whenever possible. If not resolved within a reasonable period of time, advise Commandant (G-CFM) or Commandant (G-CP), as appropriate, of the circumstances surrounding the case. Also, provide a firm recommendation relative to revocation or nonrevocation of the use privileges.

2. Non-discrimination Clause. The following clause shall be included as part of the terms and conditions of all licenses and leases which involve Federal financial assistance, as defined in 49 CFR 21.23(c), i.e., when the recipient obtains the license/lease for less than full monetary consideration. The Standard Department of Transportation Title VI Assurances must be executed by the recipient, attached to and made part of the license/lease, and forwarded to Commandant (G-CFM) or Commandant (G-CP) as appropriate.

"The license/lessee, for himself, his personal representatives, successors in interest, and assigned, as a part of the consideration hereof, and as a term and condition of this license/lease, does hereby covenant and agree that (1) no person on the grounds of race, color, or national origin shall be excluded from participation in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and the furnishing of services thereon, no person on the ground of race, color, or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the licensee shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended."

"The licensee/lessee has executed the Standard Department of Transportation Title VI Assurance, an executed copy of which is attached hereto and made part hereof. The licensee/lessee accepts the provisions of the Assurances as part of the terms, conditions and covenants of this license/lease."

"In the event of breach of any of the terms, conditions or covenants of the Standard Department of Transportation Title VI Assurances, the United States shall have the right to terminate the license/lease and re-enter and repossess said land and the facilities thereon, and hold the same as if said license/lease had never been made or issued."

3. Should a license/lease applicant object to executing the Assurances, alleging that full monetary consideration is in fact being asked, the applicant may provide evidence that the monetary consideration asked represents the full fair market value of the interest in the property. ISC commanders, maintenance and logistics commanders, and commanding officers of Headquarters units shall review the evidence and issue a determination in this matter. All decisions must be fully documented and made a part of the personal property file.

Attachment (3)

STANDARD DOT TITLE VI ASSURANCES

The_____ HEREBY
(Recipient)
AGREES THAT as a condition to receiving any Federal financial assistance from the Department of Transportation it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d42, U.S.C. 2000d4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of

Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives federal financial assistance from the Department of Transportation, including the United States Coast Guard, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7(a)(1) of the Regulations.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances with respect to its

_____

(Name of Program)

1. That the Recipient agrees that each "program" and each "facility" as defined in subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.

2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with all

_____

(Name of Program)

and, in adapted form in all proposals for negotiated agreements: The (Recipient), in accordance with the Act, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discrimination against on the grounds of race, color, or national origin in consideration for an award.

3. That the Recipient shall insert the clauses of Appendix A of this assurance in every contract subject to the Act and the Regulations.

4. That the Recipient shall insert the clauses of Appendix B of this assurance, as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.

5. That where the Recipient receives federal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.

6. That where the Recipient receives federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the assurance shall extend to rights to space on, over or under such property.

7. That the Recipient shall include the appropriate clauses set forth in Appendix C of this assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under

_____

(Name of Program)

and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under_____.

(Name of Program)

8. That this assurance obligates the Recipient for the period during which federal financial assistance is extended to the program, except where the federal financial assistance is to provide, or is in the form of, personal property, or real property or interest therein or structures or improvements thereon, in which case the assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.

9. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he delegates specific authority to give reasonable guarantee that it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest, and other participants of federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts or other federal financial assistance extended after the date hereof to the Recipient by the Department of Transportation under the

_____

(Name of Program)

and is binding on it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest and other participants in

_____

(Name of Program)

The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Recipient.

DATED_____

_____

(Signature and Title)

_____

(Organization)

Attachment: Appendix A
Appendix B
Appendix C

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

(1) Compliance with Regulations: The contractor shall comply with the Regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

(2) Nondiscrimination: The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

(3) Solicitations for Subcontractors, Including Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

(4) Information and Reports: The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the United States Coast Guard to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the Recipient, or the United States Coast Guard, as appropriate, and shall set forth what efforts it has made

to obtain the information.

(5) Sanctions for Noncompliance: In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Recipient shall impose such contract sanctions as it or the United States Coast Guard may determine to be appropriate, including, but not limited to:

(a) Withholding of payments to the contractor under the contract until the contractor complies; and/or

(b) Cancellation, termination or suspension of the contract, in whole or in part.

(6) Incorporation of Provisions: The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Recipient or the United States Coast Guard may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the Recipient to enter into such litigation to protect the interests of the Recipient, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

APPENDIX B

The following clauses shall be included in any and all deeds effecting or recording the transfer of real property, structures or improvements thereon, or interest therein from the United States.

GRANTING CLAUSE

NOW, THEREFORE, the Department of Transportation, as authorized by law, and upon the condition that the

_____
(Name of Recipient)
will accept title to the lands and maintain the project constructed thereon, in accordance with

_____
(Name of Appropriate Legislative Authority)
the Regulations for the Administration of

_____
(Name of Program)
and the policies and procedures prescribed by the United States Coast Guard of the Department of Transportation and, also in accordance with and in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the

_____
(Name of Recipient)
all rights, title, and interest of the Department of Transportation in and to said lands described in Exhibit "A" attached hereto and made a part hereof.

HABENDUM CLAUSE

TO HAVE AND TO HOLD said lands and interest therein unto

_____
(Name of Recipient)
and its successors forever, subject however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and shall be binding on the _____
(Name of Recipient)
its successors and assigns.

The_____
_____
(Name of Recipient)
in consideration of the conveyance of said lands and interest in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over or under such lands hereby conveyed (,) (and)* (2) that the
_____
_____
(Name of Recipient)
shall use the lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49,k Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended, and (3) that in the event of breach of any of the above mentioned nondiscrimination conditions, the Department shall have a right to re-enter said lands and facilities on s aid land, and the above described land an facilities shall thereon revert to and vest in and become the absolute property of the Department of Transportation and its assigns as such interest existed prior to this instruction.*

* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

APPENDIX C

The following clauses shall be included in any and all deeds, licenses, leases, permits, or similar instruments entered into by the
_____
_____
(Name of Recipient)

pursuant to the provisions of Assurance 7(a).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add "as a covenant running with the land") that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (deed, license, lease, permit, etc.) for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) shall maintain and operate such facilities and serviced in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended (include in licenses, leases, permits, etc.). *

That in the event of breach of any of the above non-discrimination covenants,_____
_____
(Name of Recipient)
shall have the right to terminate the (license, lease, permit, etc.) and to re-enter and repossess said land and the facilities thereon, and hold the same as if said (licenses, lease, permit, etc.) had never been made or issued.

That in the event of breach of any of the above non-discrimination covenants,
_____
(Name of Recipient)
shall have the right to re-enter said lands and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of
_____
(Name of Recipient)
and its assigns.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into
by_____
(Name of Recipient)
pursuant to the provisions of Assurance 6(b).
(include the deeds)*

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds, and leases add "as a covenant running with the land") that (1) no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and the furnishing of services thereon, no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49 code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964), and as said Regulations may be amended.

That in the event of breach of any of the above nondiscrimination covenants,_____

(Name of Recipient)

shall have the right to terminate the (license, lease, permit, etc.) and to re-enter and repossess said land and facilities thereon, and hold the same as if said (license, lease, permit, etc.) had never been made or issued.

That in the event of breach of any of the above nondiscrimination covenants,_____

(Name of Recipient)

shall have the right to re-enter said land and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of

_____

(Name of Recipient)

and its assigns.

* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

REDISTRIBUTION OF EXCESS EQUIPMENT (DOT ORDER/HANDBOOK DOT H
4410.4 (SERIES))

CHAPTER 4

REUTILIZATION, STORAGE, AND DISPOSAL OF EQUIPMENT

SECTION 1. REDISTRIBUTION OF EXCESS EQUIPMENT

4-0101. General. To obtain the maximum reutilization and to minimize the procurement of new equipment it is Departmental policy to redistribute equipment that is no longer required for the purpose for which it was acquired. This is also required by Federal regulations. Equipment which is no longer is no longer needed by a Departmental element shall be reported as outlined in this chapter and made available for transfer to other components of the Department. Excess equipment shall be acquired when an approved requirement exists which can best or most economically be met by using the excess equipment. Activities of the Department shall, to the extent practicable, fulfill their requirements for equipment by acquiring from excess rather than by procurement of new property. When excess equipment can be substituted for equipment which is being acquired by lease or purchase or can be adapted for other use, acquisition action for new equipment shall immediately be discontinued.

4-0102. Redistribution of Equipment Within Departmental Elements.

a. Heads of Departmental elements shall maintain an effective system for redistribution of equipment within the element prior to declaring the equipment as excess. Each element is authorized to determine the redistribution procedures that are best suited to its particular needs. As a minimum these procedures shall provide for:

(1) Continuous efforts to promptly identify equipment that is

no longer needed by the current holding activity.

(2) Prompt and accurate reporting and screening of equipment that is available for reassignment.

(3) Controls to ensure that new equipment is not acquired when suitable equipment can be reassigned.

b. Property Officers should be the focal point for the screening of equipment that is no longer needed. Further, all requests for new equipment should be processed through the Property Officer prior to acquisition to ensure that there is no equipment on hand or in the excess program that will meet the requirement.

4-0103. Redistribution Procedures.

a. Redistribution of Equipment other than Federal Information Processing (FIP) Equipment.

(1) Departmental elements shall have first priority in obtaining equipment that is held by and not needed by another Departmental activity. Transfer may be effected at any time prior to reporting to GSA. FPMR 101-43.304 requires that certain equipment that is no longer needed for use within the Department shall be reported to GSA for Federal utilization screening. To simplify reporting procedures and to reduce disposition-processing time, Departmental redistribution screening will be conducted concurrently with Federal utilization screening.

(2) When equipment that is no longer needed by a Departmental element is reported to GSA, copies of the reporting document shall be simultaneously transmitted by the reporting activity to other Departmental activities in accordance with the procedures outlined in paragraph 4-0103b. For 20 days following transmittal of the report to GSA, transfer requests received from activities within the Department shall be given precedence over any other transfer requests.

(3) During the 20-day Departmental screening period, Departmental activities may effect receipt of the equipment by submitting Standard Form (SF) 122 (Transfer Order - Excess Personal Property) directly to the reporting activity. After the 20-day Departmental screening period, requests must be submitted to GSA. Again, the SF 122 shall be used.

(4) Under the provisions of FPMR 101-43.309-5, equipment that is no longer needed may be transferred directly to another Federal agency to meet a known need without reporting to GSA, provided that the equipment has completed the Departmental 20-calendar day screening cycle using the procedures in paragraph 4-0103b.

(5) Departmental redistribution screening for nonreportable equipment (i.e., as covered by FPMR 101-43.305) is not required. However, nonreportable equipment may be screened when the holding element feels that the equipment has potential use within the Department. In making this determination, consideration should be given to such factors as equipment type, value, condition, and location. The extent and method of screening will be determined by the holding element.

(6) Transfers of excess equipment within the Department will be without reimbursement. The reporting activity shall be responsible for and bear the costs of care and handling of equipment pending transfer. Direct costs incurred; as a result of transfer (i.e., packing, preparation for shipment, and loading) shall be borne by the requesting activity if billed by the reporting activity. Overhead or administrative costs or charges shall not be included. The requesting activity shall be responsible for arranging and paying transportation costs.

b. Distribution List For Reports of Excess Equipment.

DISTRIBUTION LIST FOR REPORTS OF EXCESS EQUIPMENT

Federal Supply Group		Distribution
15	Weapons	AL
16	Aircraft Components & Acc	AL
17	Aircraft Launching, Landing, & GHE	AL
19	Ship, Small Craft, Pontoons, & Fitting Docks	CLO
20	Ship & Marine Equipment	CLO
22	Railway Equipment	DHKL
23	Motor Vehicles, Trailers, & Cycles	DEHKLO
24	Tractors	DEKL
25	Vehicle Equipment Components	DKLO
26	Tires & Tubes	ADEHKL

28	Engines, Turbines, & Components	ACDEHKLO
29	Engine Accessories	ACDEKLO
30	Mechanical Power Transmission Equipment	CEKLO
31	Bearings	CELO
32	Woodworking Machinery & Equipment	DELO
34	Metalworking Machinery	DEKLO
35	Service & Trade	L
36	Special Industry Machinery	IL
37	Agriculture Machinery & Equipment	O
38	Construction, Mining, Excavating, & Highway Maintenance Equipment	CDEKL
39	Materials Handling Equipment	CDEIKLO
40	Rope, Cable, Chain, & Fittings	BDEKLO
41	Refrigeration, Air Conditioning, & Circulating Equipment	CELO
42	Fire Fighting, Rescue, & Safety Equipment	CDEHKLO
43	Pumps &n Compressors	CEKLO
44	Furnace, Steam Plant, & Drying Equipment; And Nuclear Reactors	CO
45	Plumbing, Heating, & Sanitation Equipment	CDEKLO
46	Water Purification & Sewage Treatment Eq.	CHLO

47 Pipe, Tubing, Hose, & Fittings CDEKLO
48 Valves CELO
49 Maintenance & Repair Shop Equipment ABCDKLO
51 Hand tools ABDEKLO
52 Measuring Tools BDEJKLO
53 Hardware & Abrasives BDEKLO
54 Prefabricated Structures & Scaffolding EKLO
55 Lumber, Millwork, Plywood, & Veneer DEKL
56 Construction & Building Materials DEFKL
58 Communication, Detection, & Coherent Radiation Equipment ABDEFHIKLO
59 Electrical & Electronic Eq. Components BDEHKLO
59 Fiber Optics Materials, Components, Assemblies, & Accessories EO
61 Electric Wire, & Power & Distribution Eq. BCLO
62 Lighting Fixtures & Lamps BCDELO
63 Alarm, Signal, & Security Detection Systems ABCFRHKLO
65 Medical, Dental, & Veterinary Eq. & Supplies BDEKLO
66 Instruments & Laboratory Equipment ABCEHJKLO
67 Photographic Equipment BDEHIKLO
68 Chemicals & Chemical Products BDL
69 Training Aids & Devices BIJKLO

70 General Purpose FIP Equipment
See Paragraph 4-0103d. of this Handbook
71 Furniture ABDEFGHIJJKLMNO
72 Household & commercial Furnishings & Appliances BDEILO
74 Office Machines, Text Processing Systems & Visible File Equipment BDEFGIJKLO
75 Office Supplies & Devices BDEFIJKLO
76 Books, Maps, & other Publications BJL
79 Cleaning Equipment & Supplies BDELO
80 Brushes, Paints, Sealers, & Adhesives BDEKLO
81 Containers, Packaging, & Packing Supplies BCDEKLO
83 Textiles, Leather, Furs, Apparel & Shoe Findings, Tents & Flags BDL
84 Clothing, Individual Equipment, & Insignia ABLO
91 Fuels, Lubricants, Oils, & Waxes CDEKLO

93	Nonmetalic Fabricated Materials	BDLO
95	Metal Bars, Sheets, & Shapes	CDEKLO
99	Miscellaneous	

DISTRIBUTION LISTS

Distribution A
U.S. Coast Guard
Aircraft Repair and Supply Center
Aviation Inventory Control Point
Elizabeth City, NC 27909

Distribution B
USCG Engineering Logistics Center (Code 021)
2401 Hawkins Point Road
Baltimore, MD 21226-1792

Distribution C
USCG Engineering Logistics Center (Code 021)
2401 Hawkins Point Road
Baltimore, MD 21226-1792

Distribution D
Federal Railroad Administration
Administrative Services Division, RAD-32
400 7th Street, S.W.
Washington, DC 20590

Distribution E

Federal Aviation Admin.
Mike Monroney Aeronautical Ctr.
Supply Mgt. Branch, AAC-480
P.O. Box 25082/6500 S. MacArthur
Oklahoma City, OK 73125

Federal Aviation Admin.
FAA Technical Center
Materiel Branch, ACT-52
Atlantic City, NJ 08405

Distribution F

Federal Aviation Admin.
Alaskan Region

Federal Aviation Admin.
Southwest Region

Logistics Division, AAL-50
Anchorage Federal Office Bldg.
222 West 7th Avenue, #14
Anchorage, AK 99513

Logistics Division, ASW-50
Fort Worth, TX 76193-0000

Federal Aviation Admin.
Eastern Region
Logistics Division, AEA-50
JFK International Airport
New York, NY 11430

Federal Aviation Admin.
Great Lakes Region
Logistics Division, AGL-50
2300 East Devon Avenue
Des Plains, IL 60018

Federal Aviation Admin.
Western Pacific Region
Logistics Division, AWP-50
P.O. Box 92007
World Way Postal Center
Los Angeles, CA 90009

Federal Aviation Admin.
New England Region
Logistics Division, ANE-50
12 New England Executive Park
Burlington, MA 01803

Federal Aviation Admin.
Central Region
Logistics Division, ACE-50
601 E. 12 th Street
Kansas City, MO 64106

Federal Aviation Admin.
Northwest Mountain Region
Logistics Division, ANM-50
1601 Lind Avenue, S.W.
Renton, WA 98055-4056

Federal Aviation Admin.
Southern Region
Logistics Division, ASO-50
P.O. Box 20636
Atlanta, GA 30320

Distribution G

Federal Aviation Admin.
Headquarters Bldg Mgt Div.
800 Independence Avenue
Washington, DC 20591

Federal Highway Admin.
ALG-500 Region 5
18209 Dixie Highway
Homewood, IL 60430

Federal Highway Admin.
Operations & Services Div.
Prop. & Serv. Branch
400 7 th Street, S.W.
Washington, DC 20590

Federal Highway Admin.
Region 6
819 Taylor Street
P.O. Box 902003
Fort Worth, TX 76102

Federal Highway Admin.
Region 1
Leo W. O'Brien Fed. Bldg., Rm 729

Federal Highway Admin.
Region 7
P.O. Box 419715

Clinton Ave. & N. Pearl Street
Albany, NY 12207

Kansas City, MO 64141

Federal Highway Admin.
Region 3
George H. Fallon Fed. Off. Bldg.
31 Hopkins Plaza, Room 1633
Baltimore, MD 21201

Federal Highway Admin.
Region 8
555 Zang Street, Room 400
Denver, CO 80228

Federal Highway Admin.
Region 4, Suite 200
1720 Peachtree Road, N.W.
Atlanta, GA 30365

Federal Highway Admin.
Region 9
211 Main Street, Room 1100
San Francisco, CA 94105

Federal Highway Admin.
Region 10
Koin Center, Suite 600
222 S.W. Columbia Street
Portland, OR 97201

Federal Highway Admin.
Eastern Federal Lands Hwy Div.
21400 Ridgetop Circle
Sterling, VA 22170

Federal Highway Admin.
Central Federal Lands Hwy Div.
P.O. Box 25246
Denver, CO 80225

Federal Highway Admin.
Western Federal Lands Hwy Div.
610 E. Fifth Street
Vancouver, WA 98661

Distribution H

John A. Volpe National Transportation Systems Center
Administrative Services Branch (DTS-872)
55 Broadway, Kendall Square
Cambridge, MA 02142

Distribution I

Department of Transportation
Office of the Secretary
Chief, Personal Property Operations Branch (M-443)
400 7 th Street, S.W.

Washington, DC 20590

Distribution J

Research and Special Programs Administration
Office of Management and Administration (DMA-11)
400 7 th Street, S.W.
Washington, DC 20590

Distribution K

Federal Railroad Administration
Transportation Test Center
Pueblo, CO 81001

Distribution L

Saint Lawrence Seaway Development Corporation
Chief, Supply Division
P.O. Box 520
Massena, NY 13662

Distribution M

Federal Transit Administration
Office of Management Planning (FAD-10)
400 7 th Street, S.W.
Washington, DC 20590

Distribution N

National Highway Traffic Safety Administration
General Services Division (NAD-42)
400 7 th Street, S.W.
Washington, DC 20590

Distribution O

c. Redistribution of Excess Federal Information Processing (FIP) Equipment.

(1) Federal Information Processing (FIP) equipment that is designed for and capable of performing only a single function such as doppler navigators, inertial navigation systems, radar video data processors, alphanumeric generators, etc., is excluded from the provisions of this manual. Federal policy and procedures for the reuse of FIP equipment are contained in Federal Information Resources Management Regulation (FIRMR) Part 201-23 and FIRMR Bulletin C-2.

(2) FIP equipment that is to be declared excess shall be reported to the organizations listed in paragraph 4-0103d. Components that are outdated* and have an original acquisition cost (OAC) of less than $1,000,000 shall be screened within the Department as outlined in paragraph 4-0103a.

(3) FIP equipment having an QAC of $1,000,000 or more shall be reported to GSA (KMAS) as required by FIRMR 201-23 and FIRMR Bulletin after internal DOT screening by the Office of Information Resources Management (M-30).

(4) FIP equipment that is not outdated and has an OAC of $500,000 or more shall be reported to the DOT Information Resources Management Officer (M-30) for screening in accordance with procedures contained in the Departmental Information Resources Management Manual (DIRMM).

* Outdated FIP equipment components are those which are more than 8 years old, based on the initial commercial installation date of that model of

equipment, and that is no longer in current production.

d. DISTRIBUTION LIST FOR REPORTS OF EXCESS FEDERAL INFORMATION PROCESSING EQUIPMENT

Department of Transportation - OST
Office of Information Systems and
Telecommunications Policy (M-30)
Washington, DC 20590

U.S. Coast Guard Headquarters (G-CFM)
2100 Second Street, S.W.
Washington, DC 20593-0001

Federal Aviation Administration
Office of Management Systems (AMS-320)
Washington, DC 20591

Federal Highway Administration
Office of Management Systems
Data Systems Division (HMS-40)
Washington, DC 20590

Federal Railroad Administration
Administrative Service Division (RAD-32)
Washington, DC 20590

Federal Transit Administration
Office of Management Information Systems (FAD-20)
Washington, DC 29590

National Highway Traffic Safety Administration
Automatic Data Processing Division (NAD-41)
Washington, DC 20590

St. Lawrence Seaway Development Corporation
Supply Branch

P.O. Box 520
Massena, NY 13662

Maritime Administration
Office of Management Services (MAR-310)
Washington, DC 20590

John A. Volpe National Transportation Systems Center
Administration Services Branch (DTS-872)
55 Broadway, Kendall Square
Cambridge, MA 02142

Research and Special Programs Administration
Office of Budget and Programs (DMA-24)
Washington, DC 20590

SECTION 2. STORAGE

4-0201. General. Equipment shall not be placed in storage unless a "bona fide" need can be established for the use of the equipment in the near future. When held in storage the accountability requirements specified in paragraph 3-0203 shall apply.

4-0202. Restrictions and Limitations. Equipment shall not be stored for more than 6 months without a written determination to retain the item for a specific purpose or project.

4-0203. Exclusion. Equipment being held for emergency or standby use are exempt from the requirements of paragraph 4-0202. However, such equipment shall be labeled for the type emergency or for the intended standby use.

SECTION 3. THE EXCHANGE/SALE PROCESS

4-0301. General. Section 210(c) of the Federal Property and Administrative Services Act of 1949, as amended, permits, under regulations developed by GSA, agencies to exchange or sell equipment and use part or all of the proceeds from that sale in

acquiring similar items of equipment. FPMR 101-46 promulgates the Federal policy and methods on the use of the authority. Within the Department of Transportation, equipment should be sold or exchanged when a replacement is deemed necessary, and the proceeds of the sale or the exchange allowance shall be applied to the acquisition of the replacement equipment. Automatic Data Processing Equipment that qualifies for exchange or sale shall first be reported for reutilization as outlined in paragraph 4-0103c. No attempt should be made to obtain further utilization of equipment which is eligible for replacement in accordance with the standards prescribed by GSA.

4-0302. Requirements Necessary to Meet Exchange/Sale Authority. The application of exchange allowances or proceeds from sales, in whole or part, for payment toward acquired equipment is authorized only when all of the following conditions are met:

a. The items of equipment sold or exchanged are similar to the items acquired. Items shall be considered similar when:

(1) Both fall within any one of the categories listed in paragraph 4-0302g.

(2) If items do not fall within the categories listed in paragraph 4-0302g, the items to be acquired are designed and constructed for the same specific purpose as the items to be replaced.

(3) Both constitute containers (receptacles/outer shells) for items which are similar within the meaning of (2) above.

(4) Both constitute parts for items which are similar within the meaning of (1) and (2) above.

b. The items exchanged or sold are not excess and the items acquired are valid requirements for the conduct of approved programs.

c. One item is to be acquired to replace one similar item. The only exceptions to the one-for-one shall be:

(1) In the event that there is a difference in the number of items to be acquired to perform all of the tasks in which the old items would be used.

(2) In the case of containers.

d. There has been at the time of exchange or sale or at the time of acquisition if it precedes the sale, a written administrative determination to apply this exchange allowance or proceeds of sale to the acquisition cost of the acquired equipment.

e. The transaction will foster the economical and efficient accomplishment of an approved program.

f. The equipment to be exchanged or sold does not fall in any of the Federal Supply Classification Groups or involves any of the types of transactions listed in paragraph 4-0302h.

g. EXCHANGE/SALE CATEGORY LIST

In the acquisition, exchange, or sale of equipment in the categories below, both the item to be acquired and the item to be replaced must fall within a single category:

(1) Agriculture products, processed foods, and forage.
(2) Ammunition and ammunition components.
(3) Animals and animal products.
(4) Batteries storage.
(5) Cards, tabulating.
(6) Ditching machines.
(7) Dozer blades.
(8) Drill presses.
(9) Drugs, biologicals, and official reagents.
(10) Earth augers.

(11) Graders, self-powered and towed.
(12) Lathes.
(13) Machines, adding and calculating.
(14) Machines, dictating and transcribing.
(15) Machines, duplicating.
(16) Machines, punched card, bookkeeping, tabulating, and accounting.
(17) Machines, milling
(18) Mixers, concrete, portable, or truck mounted.
(19) Pile drivers.
(20) Plows, snow, motorized.
(21) Road rollers, wheeled and sheepfoot.
(22) Saws, circular or band.
(23) Scrapers, earth moving, towed.
(24) Sedans, station wagons, coupes, and limousines.
(25) Spreaders, aggregate and lime.
(26) Tractors, warehouse.
(27) Tractors, wheeled or crawler, with or without special attachments, up to 65 h.p.
(28) Trailers, general purpose, multiple axle.
(29) Trailers, general purpose, single axle.
(30) Trailers, tank mounted.
(31) Trucks, forklift.
(32) Trucks, general purpose, cargo, and construction, 12,500 GVW through 28,000 GVW (including truck tractors, dump, multiple drive, etc.)
(33) Trucks, general purpose and utility, up to 12,500 GVW (including suburbans, carryalls, and sedan deliveries).
(34) Trucks, straddle.
(35) Trucks, tank (special purpose trailer of which the tank is an integral part of the construction).
(36) Trucks, warehouse, platform, electric, and gasoline powered.
(37) Typewriters, manual and electric.

4-0303. Prohibited Actions and Conditions.

a. Items listed in any of the following Federal Supply

Classification (FSC) Groups are not eligible for processing under the exchange/sale authority.

10 Weapons
11 Nuclear ordnance
12 Fire control equipment
14 Guided missiles
15 Aircraft and airframe structural
16 Aircraft components and accessories
17 Aircraft launching, landing, and ground handling equipment
20 Ship and marine equipment
22 Railway equipment
31 Bearings
32 Woodworking machinery and equipment except lathes, milling machines, and saws, circular or band
34 Metalworking machinery, except drill presses, lathes, milling machines, and saws, circular or band
40 Rope, cable, chain, and fittings
41 Refrigeration, and air-conditioning equipment and air circulating equipment
42 Firefighting, rescue, and safety equipment
44 Furnace, steam plant, and drying equipment; and nuclear reactors
45 Plumbing, heating, and sanitation equipment
46 Water purification and sewage treatment equipment
47 Pipe, tubing, hose, and fittings
48 Valves
51 Hand tools
53 Hardware and abrasives
54 Prefabricated structures and scaffolding
55 Lumber, millwork, plywood, and veneer
56 Construction and building materials
68 Chemicals and chemical products, except medicinal chemicals
71 Furniture
75 Office supplies and devices, except cards, tabulating
83 Textiles, leather, furs, apparel and shoe findings, tents and flags
84 Clothing, individual equipment, and insignia

b. The exchange/sale authority does not authorize the:

(1) Acquisition of equipment when such acquisition is not otherwise authorized by law.

(2) Acquisition of equipment in contravention of any restriction upon the procurement of a commodity, or any replacement policy or standard, prescribed by the President, the Congress, the Administrator of General Services, or by DOT regulations.

(3) Acquisition of equipment other than under a consolidated purchasing or stores program or Federal Supply Schedule contract where procurement under such program or contract is required by regulations or other directives prescribed by the Administrator of General Services. However, DOT elements acquiring equipment under and in accordance with such program or contract may apply the exchange allowance for or proceeds from the sale of similar equipment in whole or part payment for the equipment being acquired.

(4) The sale, transfer, or exchange of excess or surplus equipment in connection with the acquisition of equipment.

(5) Sale, transfer, or exchange of strategic and critical materials, unless the provisions of FPMR 101-14.103-2 are met.

(6) Sale, transfer, or exchange of Nuclear Regulatory Commission (NRC) controlled materials as defined in FPMR 101-43 except in accordance with applicable regulations of the NRC (see 10 CFR Parts 30, 40, and 70).

(7) Sale or exchange of narcotics except in accordance with FPMR 101-44 and 101-45.

(8) Sale of equipment in new or unused condition in connection with the acquisition of equipment.

(9) Sale, transfer, or exchange of scrap materials in connection with the acquisition of equipment.

(10) Even though otherwise eligible, the sale or exchange of equipment which was originally acquired from another agency as excess or surplus, unless such equipment has been in use by the acquiring agency for at least 1 year.

4-0304. Utilization Screening for Exchange/Sale Equipment.

a. Following the decision to use exchange/sale procedures and the written determination required by paragraph 4-0302d, equipment should be screened within the Department using the distribution listing at paragraph 4-0103b. In addition, Federal agencies known to use or distribute similar equipment should be solicited to determine whether they have a need for the equipment.

b. Reimbursement for transfer of equipment between Departmental elements shall be at the option of the holding element. Reimbursement for other transfers shall be made on terms agreed to by the holding Departmental element and the receiving Federal agency or organization. In either case, reimbursement may not exceed the estimated gross proceeds if the equipment were sold on a competitive bid basis or dollar value allowed for trade-in. Funds shall be transferred in accordance with the above terms and the exchange allowance or proceeds from transfer shall be applied in whole or part payment for the replacement item(s) acquired.

4-0305. Trade-in and Sale of Replaced Equipment. Exchange/sale equipment which is not transferred under procedures outlined in paragraph 4-0103 will be disposed of as follows:

a. When replacement equipment is purchased from Federal Supply Schedule contracts and a trade-in allowance for the replaced item is specified in the contract, the old item will be exchanged and the trade-in allowance applied to the purchase of the replacement item. In addition, trade-in allowances should be solicited from other types of exchange/sale allowances when feasible or practical. Checks should be made with the servicing GSA regional office to determine the most recent price received by GSA from the sale of similar items. A determination should then be made as to whether accepting

the trade-in allowance or selling the items would be more advantageous to the Government.

b. Equipment that is not traded in will be reported to GSA for sale. Standard Form- 126, Report of Personal Property for Sale, will be used for this purpose. The SF-126 will include the following notation in bold type: THIS IS EXCHANGE/SALE PROPERTY. PROCEEDS ARE TO BE APPLIED TO REPLACEMENT ITEM. If a trade-in allowance was offered, but not accepted, for items reported to GSA for sale, this fact should be included on the SF-126.

4-0306. Proceeds from Sale.

a. When equipment that is to be replaced is sold before the acquisition of the replacement item(s), the proceeds from the sale will be available for obligation for the acquisition of similar replacement items during the fiscal year in which the sale is made and for one fiscal year thereafter.

b. When replaced equipment is sold after the acquisition of replacement equipment, the proceeds from the sale shall be deposited as a direct reimbursement into the appropriation previously charged for replacement of similar items.

4-0307. Records of Exchange/Sale Action. In addition to the written administrative determination required by paragraph 4-0302d, sufficient data shall be recorded to establish that:

a. Items acquired were similar to the items exchanged or sold.

b. Exchange allowance or proceeds from the sale that were applied in whole or part payment for equipment application.

c. The transaction was otherwise in accordance with the provisions of this section.

4-0308. Reports. Federal regulations require that the Department submit a report covering the previous fiscal year's exchange/sale activity. Each Departmental element shall prepare a report on Form DOT F 4410.4, Summary Report of Personal Property Exchange or Sale Transactions, displayed in Appendix B, and containing the information required by FPMR 101-46.305. Form DOT F 4410.6 is available from the Office of Administrative Services and Property Management, Utilization and Storage Section (M-443.2).

REQUISITION AND INVOICE/SHIPPING DOCUMENT (DD FORM 1149)

1. Use of DD Form 1149. Use DD Form 1149 for procurement of materiel which is excluded from MILSTRIP or other procurement documents. It may also be used to requisition repairs or rentals of labor-saving devices, repairs for general purpose property, dry cleaning, transfer of excess personal property between Coast Guard units and Department of Defense activities, or renovation services, etc.

2. Preparation of DD Form 1149. Prepare the DD Form 1149 in the following format when used for procurement of specified materiels (other than bulk petroleum) and services. See Figure 5-1 for a sample DD Form 1149.

DATA BLOCK	CAPTION	ENTRY
1	FROM	Enter the service designator "Z", OPFAC, and name (include hull number for vessels).
2	TO	Enter the service designator, OPFAC, and name of the activity

which will provide the materiel
or service.

3 SHIP TO - MARK FOR Enter Supply Officer, the name of requesting activity and point of delivery (include hull number if a vessel).

4 APPROPRIATION/SUBHEAD Enter complete line of accounting data.

5 REQUISITION DATA Enter the calendar date (day, month, and year) on which the requisition is prepared.

6 REQUISITION NUMBER Enter the service designator, OPFAC, and Julian date of the requisition number. Do not enter the requisition serial number, as an individual

DATA BLOCK	CAPTION	ENTRY
		serial number is required to be assigned in data block (b) for each line item.
7	DATE MATERIEL REQUIRED	Enter the calendar date (day, month, and year) that delivery of materiel or completion of service is required. For materiel, entry is required only when the priority assigned in data block 8 will not enable timely delivery.
8	PRIORITY	Enter the appropriate two digit priority designator.
9	AUTHORITY OR PURPOSE	When available, enter the authoritative reference

applicable to procurement of the specific materiel or service requested; otherwise, leave blank.

10 SIGNATURE The name, rank, and signature of the Supply Officer.

(a) ITEM NO. Leave blank.

(b) NATIONAL STOCK NUMBER Type "REQN SER NO." in the left margin of the printed caption of data block (b) and under the typed caption, enter a four-digit requisition serial number for each item requested; and following the requisition serial number, enter an adequate identification of each item. When a DD Form 1149 is submitted for repair of general purpose property items which are identified by serial number, the item description will include the applicable serial number.

DATA BLOCK	CAPTION	ENTRY
(c)	UNIT OF ISSUE	Enter the appropriate unit of issue abbreviation for materiel requested, or "JOB" if service is requested.
(d)	QUANTITY REQUESTED	Enter the quantity required. Enter quantity of 1 when the unit of issue is "JOB."
(e) thru (g)		LEAVE BLANK
(h)		Enter unit price. (*)

(i) Total Cost Enter total cost. (*)

* Entry is for accounting purposes only when used for transfer of excess personal property between Coast Guard units or other DOD activities. Note: Maintenance and logistics commands (MLCs), integrated support commands, and commanding officers of Headquarters units must ensure that all property transferred within their command is reported on Form DOT F 4400.1 (Annual Report - Utilization and Disposal of Excess and Surplus Personal Property). See paragraph 9-C-1 of this manual for reporting information.

[IMAGE]

Figure 5-1

SUPPLY/DISPOSAL CONDITION CODES AND DISPOSAL AUTHORITY CODES

1. Supply Condition Codes.

SUPPLY CONDITION CODES

CODE	TITLE	DEFINITION
A	Serviceable (issuable without qualification)	New, used, repaired or reconditioned material which is serviceable and issuable to all customers without limitation or restriction. Includes material with more than 6 months shelf life remaining.
B	Serviceable (issuable with qualifications)	New, used, repaired or reconditioned material which is serviceable and

		issuable for its intended purpose, but which is restricted from issue to specific units, activities, or geographical areas by reason of its limited usefulness or short service-life expectancy. Includes material with 3 months through 6 months shelf life left.
C	Serviceable (priority issue)	Items which are serviceable and issuable to selected customers, but which must be is-sued before condition A and B material to avoid loss as a usable asset. Includes material with less than 3 months shelf life remaining.
D	Serviceable (test/ modification)	Serviceable material which requires test, alteration, modification, or disassembly. (This does not include items which must be inspected immediately prior to issue.)
E	Unserviceable (minor repairs)	Material which involves only limited expense or effort to restore to serviceable condition and which is restored in the storage agency where the stock is located.
F	Unserviceable (repairable)	Economically repairable material which requires repair, overhaul, or reconditioning, and includes repairable items which are radioactively contaminated.
G	Unserviceable (incomplete)	Material requiring additional parts or components to complete the end item prior to issue.
H	Unserviceable (condemned)	Material which has been determined to be unserviceable and does not meet repair criteria (includes condemned items which are radioactively contaminated).
S	Unserviceable (scrap)	Material that has no value except for basic material content. No stock will be recorded as on hand in this condition. This code is used only on transactions involving shipments to a DRMO. Material

will not be transferred to condition code S prior to turn in to DRMOs if in codes A through H at the time material is determined excess. Material identified by NSN will not be identified by this condition code

2. Disposal Condition Codes.

DISPOSAL CONDITION CODES

CODE	TITLE	DEFINITION
1	Unused-good	Unused property that is usable without repairs and is identical or interchangeable with new items from normal supply sources.
2	Unused-fair	Unused property that is usable without repairs but is deteriorated or damaged to the extent that utility is somewhat impaired.
3	Unused-poor	Unused property that is usable without repairs but is considerably deteriorated or damaged. Enough utility remains to classify the property better than salvage.
4	Used-good	Used property that is usable without repairs and most of its useful life remains.
5	Used-fair	Used property that may be used without repairs, but is somewhat worn or deteriorated and may soon require repairs.
6	Used-poor	Used property that may be used without repairs, but is considerably worn or deteriorated to the degree that remaining utility is limited or major

repairs will soon be required.

7 Repairs required-good Required repairs are minor and should not exceed 15% of original acquisition cost.

8 Repairs required-fair Required repairs are considerable and are estimated to range from 16% to 40% of the original acquisition cost.

9 Repairs required-poor Required repairs are major because the property is badly damaged, worn, or deteriorated, and are estimated to range from 41% to 65% of original acquisition cost.

X Salvage Property has some value in excess of its basic material content, but the originally intended purpose is clearly impractical. Repair for any use would exceed 65% of the original acquisition. DRMS NOTE: Condition X applies only to items identified with an NSN or LSN.

S Scrap Material that has no value except for its material content. Percent of repairs required is determined by the cost of repairing the item to a satisfactory operating condition.

Percent of repairs required is determined by the cost of repairing the item to a satisfactory operating condition.

3. Disposal Authority Codes. This code is required by DOD in record position (rp) 64 of the Defense Turn-in Document (DTID) (DD 1348-1A) to indicate that the items are authorized for disposal by the property authority.

CODE EXPLANATION

M Items on this transaction are Integrated Materiel Manager or Inventory Control Point (IMM or ICP) stocks and are being transferred to disposal by authority of the responsible inventory manager.

N Items on this transaction are not reportable by virtue of an exclusion to the Materiel Returns (MRP) of MILSTRIP or other specific criteria (such as extended dollar value or condition limitations on excess reporting) and are duly authorized to be transferred to disposal.

R Items on this transaction have been reported to the IMM/ICP in accordance with MILSTRIP MRP procedures and have been directed to disposal by the inventory manager. Excess transaction status codes SF, SL, SN, TC, TD or TK was provided by the IMM/ICP on DI Code FTR.

(Reverse Blank)

REPORT OF EXCESS PERSONAL PROPERTY (SF-120)

1. Use the following instructions to complete SF-120:

   a. Block No. 1(*). The first element of the report number is the Department of Defense Activity Address Code (DODAAC) of the activity preparing the report. This is followed by a dash and the Julian date. Example: Z30303-8120. DODAAC's are listed in the DOD Activity Address Directory (DOD 4000.25-6-M). A four-digit item number beginning with the letter L (see Block 18a) creates a serial number, e.g., Z30303-8120-L001, for identification of any individual item on the report. If the report is a correction or withdrawal (complete or partial) of a prior report, enter the original report number followed by the letter (a), (b) or (c), etc., to identify the number of successive correcting or withdrawing reports, e.g., the first correction or withdrawal on a report would be numbered Z30303-8120 (a).

   b. Block No. 2. Leave blank.

   c. Block No. 3. Total acquisition cost of items reported.

d. Block No. 4(*). Inserting an "X" in appropriate box shows the type of report. If a correction is identified in Block 4, the report number and item number shown in Block 18a must be identical to those shown on the original report. "W/D" refers to withdrawals or cancellations. The word "WITHDRAWAL" will be typed in Block 18b, if applicable.

e. Block No. 5. Leave blank.

f. Block No. 6. Leave blank.

g. Block No. 7. Name and address of the excess reporting activity. Field units leave blank. Also, leave blank if SF-120 will be sent to Commandant (G-CFM).

h. Block No. 8. To be completed by the excess reporting activity preparing the report.

i. Block No. 9(*). Name, address and telephone number of property custodian who may be contacted for additional information.

j. Block No. 10. To be completed by approving officer.

k. Block No. 11. Name, address and telephone number of the integrated support command (ISC)/maintenance and logistics command (MLC), Headquarters unit, or Inventory Control Point (ICP). Leave blank if SF-120 will be sent to Commandant (G-CFM).

l. Block No. 12. Leave blank.

m. Block No. 13(*). Enter FSC (4-digits). Do not report items in different FSC's on the same SF-120.

n. Block No. 14(*). The complete address of the physical location of the property, including the DODAAC assigned to that activity. Also indicate ISC/MLC, Headquarters unit, ICP as appropriate, e.g., CGD SEVEN or CG Training Center Cape May, NJ.

o. Blocks No. 15, 16 and 17. Leave blank.

p. Block No. 18a(*). Enter a unique four-digit item number beginning

with the letter L. Number items in sequence throughout the reporting day without regard to the number of separate SF-120's used. Identify the first item on the first SF-120 prepared as L001, the second L002, etc. Always use a four-digit number, e.g., item number 22 would be number L022. Do not use the same item twice during a day. Each item reported will have its own SF-120 report number using this system.

q. Block No. 18b(*). When available, the description will include the name of the manufacturer, the manufacturer's part number, the applicability of the reported item to its respective end item, manufacturer's model number, year of manufacture, (the year of manufacture is mandatory for automation equipment (AE) and references to technical manuals or the manufacturer's catalogs. The description of each line item must begin with the noun description immediately followed by the stock number, when available, such as: Receiver Transmitter, 5820-00-303-4882. If the complete stock number is not available, enter the applicable FSC. Obtain description for Coast Guard cutters from the Register of Cutters (COMDTINST M5441.5 series). For cutters and small boats include the builder, place built and year built.

(1) Special Requirements.

(a) Motor Vehicles. Report the odometer mileage of motor vehicles. In cases in which the property officer knows that the odometer reading differs from the number of miles the vehicle has actually traveled and the difference is grated than that caused by odometer calibration error, include a statement indicating that the actual mileage is unknown.

(b) Vessels. See paragraph 8-I-10. of this manual for specific instructions for reporting vessels.

r. Block No. 18c(*). Insert the appropriate supply and disposal condition codes as shown in enclosure (6) of this manual.

s. Block No. 18d. Enter the standard unit of issue.

t. Block No. 18e(*). Enter the total number of units reported.

u. Block No. 18f(*). Enter the acquisition cost per unit as carried on the Personal Property Accountability system or stock records.

v. Block No. 18g(*). Enter the extended price for the total number of units reported.

w. Block No. 18h. Leave blank.

2. District and MLC units must forward the original and four copies of the SF-120 to the appropriate ISC or MLC commander. Retain the remaining copy at the excess reporting activity. See Figure 7-1 for a sample SF-120.

* Indicates information is mandatory. Failure to complete these blocks results in the return of the SF-120, thus delaying disposal action.

[IMAGE]

Figure 7-1

REPORT OF EXCESS MATERIEL (DIC FTE)

The following Military Standard Requisitioning and Issue Procedures (MILSTRIP) format is used by maintenance and logistics commands, integrated support commands, Headquarters units, or Inventory Control Points (ICP) to report excess personal property to Engineering Logistics Center (ELC) Baltimore on DD Form 1348. These single line reports should be accompanied by a copy of the original Report of Excess Personal Property (SF-120). Create one Document Identifier Code (DIC) FTE transaction for each SF-120 item number reported. Note that not all items on a SF-120 will necessarily be reported to ELC Baltimore.

Field Legend	Record Position	Entry and Instructions
Document Identifier	1-3	Enter FTE.
Routing Identifier	4-6	Enter ZNB (ELC Baltimore RIC).
Media and Status	7	Enter appropriate M&S Code.
Stock Number	8-22	Enter the stock number if known, otherwise leave blank.
Unit of Issue	23-24	Enter the Unit of Issue. The entry must be complete with alpha entry. Blank or unauthorized entries will be rejected by AUTODIN and DAAS.
Quantity	25-29	Enter the excess quantity.
Document Number:	30-43	
SF120 Report Number	30-40	Enter the data from Block 1 of the SF-120. NOTE: Omit Dashes.

Field Legend	Record Position	Entry and Instructions
SF-120 Item Number	41-43	Enter the three position item number from Block 18a of the item being reported.
Demand/Suffix	44	Leave blank.
Supplementary Address	45-50	Enter the address code OPFAC) of the reporting activity.
Signal	51	Enter D (when reporting activity is also the holding/shipping activity) or M (when the holding/ shipping activity is indicated in rp 45-50).

All fields	52-66	Leave blank.
Routing Identifier (RIC from)	67-69	Enter the RIC of the activity preparing the document.
Blank	70	Leave blank.
Materiel Condition	71	Enter the one-position Supply Condition Code. See enclosure (6) to this manual for condition codes.
Blank	72-80	Leave blank.

FEDERAL SUPPLY GROUPS AND CLASSES

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

10.....Weapons
1005.....Guns, through 30mm.....XF
1010.....Guns, over 30mm up to 75mm.....XF
1015.....Guns, over 75mm up to 125mm.....XF
1020.....Guns, over 125mm up to 150mm.....XF
1025.....Guns, over 150mm up to 200mm.....XF
1030.....Guns, over 200mm up to 300mm.....XF
1035.....Guns, over 300mm.....XF
1040.....Chemical Weapons & Equipment.....XF
1045.....Launchers, Torpedo & Depth Charges.....XF
1055.....Launchers, Rocket & Pyrotechnic.....XF
1070.....Nets & Booms, Ordnance.....XF
1075.....Degaussing & Mine Sweeping Equipment.....XF
1080.....Camouflage & Deception Equipment.....XF
1090.....Assemblies Interchangeable Between Weapons in Two or More Classes.....XF
1095.....Miscellaneous Weapons.....XF

11.....Nuclear Ordnance
1105.....Nuclear Bombs.....XF
1110.....Nuclear Projectiles.....XF
1115.....Nuclear Warheads & Warhead Sections.....XF

1120.....Nuclear Depth Charges.....XF
1125.....Nuclear Demolition Charges.....XF
1127.....Nuclear Rockets.....XF
1130.....Conversion Kits, Nuclear Ordnance.....XF
1135.....Fuzing & Firing Devices, Nuclear Ordnance.....XF
1140.....Nuclear Components.....XF
1145.....Explosive & Pyrotechnic Components, Nuclear Ordnance.....XF
1190.....Specialized Test & Handling Equipment, Nuclear Ordnance...XF
1195.....Miscellaneous Nuclear Ordnance.....XF

12.....Fire Control Equipment
1210.....Fire Control Directors.....XF
1220.....Fire Control Computing Sights & Devices.....XF
1230.....Fire Control Systems, Complete .....XF
1240.....Optical Sighting & Ranging Equipment.....XF
1250.....Fire Control Stabilizing Mechanisms.....XF
1260.....Fire Control Designating & Indicating Equipment.....XF
1265.....Fire Control Transmitting & Receiving Equipment,
except Airborne.....XF

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

1270.....Aircraft Gunnery Fire Control Components.....XF
1280.....Aircraft Bombing Fire Control Components.....XF
1285.....Fire Control Radar Equipment, except Airborne.....XF
1287.....Fire Control Sonar Equipment.....XF
1290.....Miscellaneous Fire Equipment.....XF

13 Ammunition & Explosives
1305.....Ammunition, through 30mm.....XF
1310.....Ammunition, over 30mm up to 75mm.....XF
1315.....Ammunition, 75mm through 125mm .....XF
1320.....Ammunition, over 125mm.....XF
1325.....Bombs.....XF
1330.....Grenades.....XF
1336.....Guided Missile Warheads & Explosive Components.....XF
1337.....Guided Missile & Space Vehicle Explosive Propulsion
Units, Solid Fuel & Components.....XF
1338.....Guided Missile & Space Vehicle Inert Propulsion
Units, Solid Fuel & Components.....XF
1340.....Rockets, Rocket Ammunition & Rocket Components.....XF
1345.....Land Mines.....XF

1350.....Underwater Mine Inert Components.....XF
1351.....Underwater Mine Explosive Components.....XF
1355.....Torpedo Inert Components.....XF
1356.....Torpedo Explosive Components .....XF
1360.....Depth Charge Inert Components.....XF
1361.....Depth Charge Explosive Components.....XF
1365.....Military Chemical Agents.....XF
1370.....Pyrotechnics.....XF
1375.....Demolition Materials.....XF
1376.....Bulk Explosives.....XF
1377.....Cartridge & Propellant Actuated Devices & Components.....XF
1385.....Surface Use Explosive Ordnance Disposal Tools & Equipment.XF
1386.....Underwater Use Explosive Ordnance Disposal
& Swimmer Weapons Systems Tools & Equipment.....XF
1390.....Fuzes & Primers.....XF
1395.....Miscellaneous Ammunition .....XF
1398.....Specialized Ammunition Handling & Servicing Equipment.....XF

14.....Guided Missiles.....XF
1410.....Guided Missiles .....XF
1420.....Guided Missile Components
1425.....Guided Missile Systems, Complete.....XF

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

1427.....Guided Missile Subsystems.....XF
1430.....Guided Missile Remote Control Systems.....XF
1440.....Launchers, Guided Missile.....XF
1450.....Guided Missile handling & Servicing Equipment.....XF

15.....Aircraft & Airframe Structural Components
1510.....Aircraft, Fixed Wing.....XH
1520.....Aircraft, Rotary Wing.....XH
1540.....Gliders.....XH
1550.....Drones.....XH
1560.....Airframe Structural Components.....XH

16.....Aircraft Components & Accessories
1610.....Aircraft Propellers.....XH
1615.....Helicopter Rotor Blades, Drive Mechanisms & Components....XH
1620.....Aircraft Landing Gear Components.....XH

1630.....Aircraft Wheel & Brake Systems.....XH
1650.....Aircraft Hydraulic, Vacuum & De-icing System Components...XH
1660.....Aircraft Air Conditioning, Heating & Pressurizing
Equipment.....XH
1670.....Parachutes; Aerial Pack Up, Delivery Recovery Systems;
& Cargo Tie Down Equipment.....XH
1680.....Miscellaneous Aircraft Accessories & Components.....XH

17.....Aircraft Launching, Landing & Ground Handling Equipment
1710.....Aircraft Arresting, Barrier & Barricade Equipment.....XH
1720.....Aircraft Launching Equipment.....XH
1730.....Aircraft Ground Servicing Equipment.....XH
1740.....Aircraft Specialized Trucks & Trailers.....XH

18.....Space Vehicles
1810.....Space Vehicles.....XH
1820.....Space Vehicle Components.....XH
1830.....Space Vehicle Remote Control Systems.....XH
1840.....Space Vehicle Launchers.....XH
1850.....Space Vehicle Handling & Servicing Equipment.....XH
1860.....Space Survival Equipment.....XH

19.....Ships, Small Craft, Pontoons & Floating Docks
1905.....Combat Ships & Landing Vessels.....XF
1910.....Transport Vessels, Passenger & Troop.....XF
1915.....Cargo & Tanker Vessels.....XF
1920.....Fishing Vessels.....XF

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

1925.....Special Services Vessels.....XF
1930.....Barges & Lighters, Cargo.....XF
1935.....Barges & Lighters, Special Purpose.....XF
1940.....Small Craft.....XF
1945.....Pontoons & Floating Docks.....XF
1950.....Floating Drydocks.....XF
1955.....Dredges.....XF
1990.....Miscellaneous Vessels.....XF

20.....Ships & Marine Equipment

2010.....Ship & Boat Propulsion Components.....XF
2020.....Rigging & Rigging Gear.....XF
2030.....Deck Machinery.....XF
2040.....Marine Hardware & Hull Items.....XF
2050.....Buoys.....XF
2060.....Commercial Fishing Equipment.....XF
2090.....Miscellaneous Ship & Marine Equipment.....XF

21.....Unassigned
22.....Railway Equipment
2210.....Locomotives.....XF
2220.....Rail Cars.....XF
2230.....Right-of-Way Construction & Maintenance Equipment,
Railroad.....XF
2240.....Locomotive & Rail Car Accessories & Components.....XF
2250.....Track Materials, Railroad.....XF

23.....Ground Effect Vehicles, Motor Vehicles, Trailers & Cycles
2305.....Ground Effect Vehicles.....XF
2310.....Passenger Motor Vehicles.....XF
2320.....Trucks & Truck Tractors, Wheeled.....XF
2330.....Trailers.....XF
2340.....Motorcycles, Motor Scooters & Bicycles.....XF
2350.....Combat, Assault & Tactical Vehicles, Tracked.....XF

24.....Tractors
2410.....Tractors, Full Track, Low Speed.....XF
2420.....Tractors, Wheeled.....XF
2430.....Tractors, Track Laying, High Speed.....XF

25.....Vehicular Equipment Components
2510.....Vehicular Cab, Body & Frame Structural Components.....XF

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

2520.....Vehicular Power Transmission Components.....XF
2530.....Vehicular Brake, Steering, Axle, Wheel,
& Track Components.....XF
2540.....Vehicular Furniture & Accessories.....XF
2590.....Miscellaneous Vehicular Components.....XF

26.....Tires & Tubes
2610.....Tires & Tubes, Pneumatic, Except Aircraft.....XH
2620.....Tires & Tubes, Pneumatic, Aircraft.....XH
2630.....Tires & Solid & Cushion.....XH
2640.....Tire Rebuilding & Tire & Tube Repair Material.....XH

27.....Unassigned

28.....Engines, Turbines & Components
2805.....Gasoline Reciprocating Engines, Except Aircraft; &
Components.....XF
2810.....Gasoline Reciprocating Engines, Aircraft; & Components....XH
2815.....Diesel Engines & Components.....XF
2820.....Steam Engines, Reciprocating; & Components.....XF
2825.....Steam Turbines & Components.....XF
2830.....Water Turbines & Water Wheels; & Components.....XF
2835.....Gas Turbines & Jet Engines, Except Aircraft; & Components.XF
2840.....Gas Turbines & Jet Engines, Aircraft & Components.....XH
2845.....Rocket Engines & Components.....XH
2850.....Gasoline Rotary Engines & Components.....XF
2895.....Miscellaneous Engines & Components.....XF

29.....Engine Accessories
2910.....Engine Fuel System Components, Non-Aircraft.....XF
2915.....Engine Fuel System Components, Aircraft.....XH
2920.....Engine Electrical System Components, Non-Aircraft.....XF
2925.....Engine Electrical System Components, Aircraft.....XH
2930.....Engine Cooling System Components, Non-Aircraft.....XF
2935.....Engine Cooling System Components, Aircraft.....XH
2940.....Engine Air & Oil Filters, Strainers, & Cleaners,
Non-Aircraft.....XF
2945.....Engine Air & Oil Filters, Strainers, & Cleaners,
Aircraft.....XH
2950.....Turbosuperchargers (Except Cummins Parts).....XH
2990.....Miscellaneous Engine Accessories, Non- Aircraft.....XF
2995.....Miscellaneous Engine Accessories, Aircraft.....XH

30.....Mechanical Power Transmission Equipment
3010.....Torque Converters & Speed Changers.....XF

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

3020.....Gears, Pulleys, Sprockets & Transmission Chain.....XF
3030.....Belting, Drive Belts, Fan Belts & Accessories.....XF
3040.....Miscellaneous Power Transmission Equipment.....XF

31.....Bearings
3110.....Bearings, Antifriction, Unmounted.....XF
3120.....Bearings, Plain, Unmounted.....XF
3130.....Bearings, Mounted.....XF

32.....Woodworking Machinery & Equipment
3210.....Sawmill & Planing Mill Machinery.....XF
3220.....Woodworking Machines.....XF
3230.....Tools & Attachments for Woodworking Machinery.....XF

33.....Unassigned

34.....Metalworking Machinery
3405.....Saws & Filing Machines.....XF
3408.....Machining Centers & Way-Type Machines.....XF
3410.....Electrical & Ultrasonic Erosion Machines.....XF
3411.....Boring Machines.....XF
3412.....Broaching Machines.....XF
3413.....Drilling & Tapping Machines.....XF
3414.....Gear Cutting & Finishing Machines.....XF
3415.....Grinding Machines.....XF
3416.....Lathes.....XF
3417.....Milling Machines.....XF
3418.....Planers & Shapers.....XF
3419.....Miscellaneous Machine Tools.....XF
3422.....Rolling Mills & Drawing Machines.....XF
3424.....Metal Heat Treating & Non-Thermal Treating Equipment.....XF
3426.....Metal Finishing Equipment.....XF
3431.....Electric Arc Welding Equipment.....XF
3432.....Electric Resistance Welding Equipment.....XF
3433.....Gas Welding, Heat Cutting & Metalizing Equipment.....XF
3436.....Welding Positioners & Manipulators.....XF
3438.....Miscellaneous Welding Equipment.....XF
3439.....Miscellaneous Welding, Soldering & Brazing
Supplies & Accessories.....XF
3441.....Bending & Forming Machines.....XF
3442.....Hydraulic & Pneumatic Presses, Power Driven.....XF
3443.....Mechanical Presses, Power Driven.....XF

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

3444.....Manual Presses.....XF
3445.....Punching & Shearing Machines.....XF
3446.....Forging Machinery & Hammers.....XF
3447.....Wire & Metal Ribbon Forming Machines.....XF
3448.....Riveting Machines.....XF
3449.....Miscellaneous Secondary Metal Forming & Cutting Machines..XF
3450.....Machine Tools, Portable.....XF
3455.....Cutting Tools for Machine Tools.....XF
3456.....Cutting & Forming Tools for Secondary Metalworking
Machinery .....XF
3460.....Machine Tool Accessories.....XF
3461.....Accessories for Secondary Metalworking Machinery.....XF
3465.....Production Jigs, Fixtures & Templates.....XF
3470.....Machine Shop Sets, Kits & Outfits.....XF

35.....Service & Trade Equipment
3510.....Laundry & Dry Cleaning Equipment.....XF
3520.....Shoe Repairing Equipment.....XG
3530.....Industrial Sewing Machines & Mobile Textile Repair Shops..XG
3540.....Wrapping & Packaging Machinery.....XG
3550.....Vending & Coin Operated Machines.....XG
3590.....Miscellaneous Service & Trade Equipment.....XG

36.....Special Industry Machinery.....XG
3605.....Food Products Machinery & Equipment.....XG
3610.....Printing, Duplicating & Bookbinding Equipment.....XG
3611.....Industrial Marking Machines.....XG
3615.....Pulp & Paper Industries Machinery.....XG
3620.....Rubber & Plastics Working Machinery.....XG
3625.....Textile Industries Machinery.....XG
3630.....Clay & Concrete Products Industries Machinery.....XG
3635.....Crystal & Glass Industries Machinery.....XG
3640.....Tobacco Manufacturing Machinery.....XG
3645.....Leather Tanning & Leather Working Industries Machinery....XG
3650.....Chemical & Pharmaceutical Products Manufacturing
Machinery.....XG
3655.....Gas Generating & Dispensing Systems, Fixed or Mobile.....XG
3660.....Industrial Size Reduction Machinery.....XG

3670.....Specialized Semiconductor Microelectronic Circuit
Device & Printed Circuit Board Manufacturing Machinery....XG
3680.....Foundry Machinery, Related Equipment & Supplies.....XG
3685.....Specialized Metal Container Manufacturing Machinery
& Related Equipment.....XG

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

3690.....Specialized Ammunition & Ordnance Machinery
& Related Equipment.....XF
3693.....Industrial Assembly Machines.....XG
3694.....Clean Work Stations, Controlled Environment
& Related Equipment.....XG
3695.....Miscellaneous Special Industry Machinery.....XG

37.....Agricultural Machinery & Equipment.....XG
3710.....Soil Preparation Equipment.....XG
3720.....Harvesting Equipment.....XG
3730.....Dairy, Poultry & Livestock Equipment.....XG
3740.....Pest, Disease & Frost Control Equipment.....XG
3750.....Gardening Implements & Tools.....XG
3760.....Animal Drawn Vehicles & Farm Trailers.....XG
3770.....Saddlery, Harness, Whips & Related Animal Furnishings.....XG

38.....Construction, Mining, Excavating
3805.....Earth Moving & Excavating Equipment.....XF
3810.....Cranes & Crane-Shovels.....XF
3815.....Crane & Crane-Shovel Attachments.....XF
3820.....Mining, Rock Drilling, Earth Boring & Related Equipment...XF
3825.....Road Clearing & Cleaning Equipment.....XF
3830.....Truck & Tractor Attachments.....XF
3835.....Petroleum Production & Distribution Equipment.....XF
3895.....Miscellaneous Construction Equipment.....XF

39.....Materials Handling Equipment
3910.....Conveyors.....XF
3915.....Materials Feeders.....XF
3920.....Materials Handling Equipment, Nonself-Propelled.....XF
3930.....Warehouse Trucks & Tractors, Self-Propelled.....XF
3940.....Blocks, Tackle, Rigging & Slings.....XF

3950.....Winches, Hoists, Cranes & Derricks.....XF
3960.....Elevators & Escalators.....XF
3990.....Miscellaneous Materials Handling Equipment.....XF

40.....Rope, Cable, Chain & Fittings
4010.....Chain & Wire Rope.....XG
4020.....Fiber Rope, Cordage & Twine.....XG
4030.....Fittings for Rope, Cable & Chain.....XG

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

41.....Refrigeration, Air Conditioning & air
Circulating Equipment.....XF
4110.....Refrigeration Equipment.....XF
4120.....Air Conditioning Equipment.....XF
4130.....Refrigeration & air Conditioning Components.....XF
4140.....Fans, Air Circulators & Blower Equipment.....XF

42.....Fire Fighting, Rescue & Safety Equipment
4210.....Fire Fighting Equipment.....XF
4220.....Marine Lifesaving & Diving Equipment.....XF
4230.....Decontaminating & Impregnating Equipment.....XF
4240.....Safety & Rescue Equipment.....XF

43.....Pumps & Compressors
4310.....Compressors & Vacuum Pumps.....XF
4320.....Power & Hand Pumps.....XF
4330.....Centrifugals, Separators & Pressure & Vacuum Filters.....XF

44.....Furnace, Steam Plant & Drying Equipment; & Nuclear Reactors
4410.....Industrial Boilers.....XF
4420.....Heat Exchangers & Steam Condensers.....XF
4430.....Industrial Furnaces, Kilns, Lehrs & Ovens.....XF
4440.....Driers, Dehydrators & Anhydrators.....XF
4460.....Air Purification Equipment.....XF
4470.....Nuclear Reactors.....XF

45.....Plumbing, Heating & Sanitation Equipment
4510.....Plumbing Fixtures & Accessories.....XF
4520.....Space Heating Equipment & Domestic Water Heaters.....XF

4530.....Fuel Burning Equipment Units.....XF
4540.....Miscellaneous Plumbing, Heating & Sanitation Equipment....XF

46.....Water Purification & Sewage Treatment Equipment
4610.....Water Purification Equipment.....XF
4620.....Water Distillation Equipment, Marine & Industrial.....XF
4630.....Sewage Treatment Equipment.....XF

47.....Pipe, Tubing, Hose & Fittings
4710.....Pipe & Tube.....XF
4720.....Hose & Tubing, Flexible.....XF
4730.....Fittings & Specialties; Hose, Pipe & Tube.....XF

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

48.....Valves
4810.....Valves, Powered.....XF
4820.....Valves, Nonpowered.....XF

49.....Maintenance & Repair Shop Equipment
4910.....Motor Vehicle Maintenance & Repair Shop
Specialized Equipment.....XG
4920.....Aircraft Maintenance & Repair Shop Specialized Equipment..XH
4921.....Torpedo Maintenance, Repair & Check-out Specialized
Equipment.....XF
4923.....Depth Charges & Underwater Mines Maintenance,
Repair & Checkout Specialized Equipment.....XF
4925.....Ammunition Maintenance, Repair & Checkout
Specialized Equipment.....XF
4927.....Rocket Maintenance, Repair & Checkout Specialized
Equipment.....XF
4930.....Lubrication & Fuel Dispensing Equipment.....XF
4931.....Fire Control Maintenance & Repair Shop Specialized
Equipment.....XF
4933.....Weapons Maintenance & Repair Shop Specialized Equipment...XF
4935.....Guided Missile Maintenance, Repair & Checkout
Specialized Equipment.....XH
4940.....Miscellaneous Maintenance & Repair Shop Specialized
Equipment.....XH
4960.....Space Vehicle Maintenance, Repair & Checkout

Specialized Equipment.....XH

50.....Unassigned

51.....Tools
5110.....Tools, Edged, Nonpowered.....XG
5120.....Tools, Nonedged, Nonpowered.....XG
5130.....Tools, Power Driven.....XG
5133.....Drill Bits, Counterbores & Countersinks; & Machine.....XG
5136.....Taps, Dies & Collets; & Machine.....XG
5140.....Tool & Hardware Boxes.....XG
5180.....Sets, Kits & Outfits of Tools.....XG

52.....Measuring Tools
5210.....Measuring Tools, Craftsman's.....XG
5220.....Inspection Gages & Precision Layout Tools.....XG
5280.....Sets, Kits & Outfits of MeasuringTools.....XG

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

53.....Hardware & Abrasives
5305.....Screws.....XG
5306.....Bolts.....XG
5307.....Studs.....XG
5310.....Nuts & Washers.....XG
5315.....Nails, Keys & Pins.....XG
5320.....Rivets.....XG
5325.....Fastening Devices.....XG
5330.....Packing & Gasket Material.....XG
5335.....Metal Screening.....XG
5340.....Miscellaneous Hardware.....XG
5345.....Disks & Stones, Abrasive.....XG
5350.....Abrasive Materials.....XG
5355.....Knobs & Pointers.....XG
5360.....Coil, Flat & Wire Springs.....XG
5365.....Rings, Shims & Spacers.....XG

54.....Prefabricated Structures & Scaffolding
5410.....Prefabricated & Portable Buildings.....XF
5411.....Rigid Wall Shelters.....XF

5420.....Bridges, Fixed & Floating.....XF
5430.....Storage Tanks.....XF
5440.....Scaffolding Equipment & Concrete Forms.....XF
5445.....Prefabricated Tower Structures.....XF
5450.....Miscellaneous Prefabricated Structures.....XF

55.....Lumber, Millwork, Plywood & Veneer
5510.....Lumber & Related Basic Wood Materials.....XF
5520.....Millwork.....XF
5530.....Plywood & Veneer.....XF

56.....Construction & Building Materials
5610.....Mineral Construction Materials, Bulk.....XF
5620.....Building Glass, Tile, Brick & Block.....XF
5630.....Pipe & Conduit, Nonmetallic.....XF
5640.....Wallboard, Building Paper & Thermal Insulation Materials..XF
5650.....Roofing & Siding Materials.....XF
5660.....Fencing, Fences & Gates.....XF
5670.....Architectural & Related Metal Products.....XF
5680.....Miscellaneous Construction Materials.....XF

57.....Unassigned

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

58.....Communication, Detection & Coherent Radiation Equipment
5805.....Telephone & Telegraph Equipment.....XG
5810.....Communications Security Equipment & Components.....XG
5811.....Other Cryptologic Equipment & Components.....XG
5815.....Teletype & Facsimile Equipment.....XG
5820.....Radio & Television Communication Equipment, Except
Airborne.....XG
5821.....Radio & Television Communication Equipment, Airborne.....XH
5825.....Radio Navigation Equipment, Except Airborne.....XG
5826.....Radio Navigation Equipment, Airborne.....XH
5830.....Intercommunication & Public Address Systems, Except
Airborne.....XG
5831.....Intercommunication & Public Address Systems, Airborne.....XH
5835.....Sound Recording & Reproducing Equipment.....XG
5836.....Video Recording & Reproduction Equipment.....XG

5840.....Radar Equipment, Except Airborne.....XG
5841.....Radar Equipment, Airborne.....XH
5845.....Underwater Sound Equipment.....XG
5850.....Visible & Invisible Light Communication Equipment.....XG
5855.....Night Vision Equipment, Emitted & Reflected Radiation.....XG
5860.....Stimulated Coherent Radiation Devices, Components
& Accessories.....XG
5865.....Electronic Countermeasures, Counter-Countermeasures
& Quick Reaction Capability Equipment.....XG
5895.....Miscellaneous Communication Equipment.....XG

59.....Electrical & Electronic Equipment Components
5905.....Resistors.....XG
5910.....Capacitors.....XG
5915.....Filters & Networks.....XG
5920.....Fuses & Lightning Arresters.....XG
5925.....Circuit Breakers.....XG
5930.....Switches.....XG
5935.....Connectors, Electrical.....XG
5940.....Lugs, Terminals & Terminal Strips.....XG
5945.....Relays & Solenoids.....XG
5950.....Coils & Transformers.....XG
5955.....Oscillators & Piezoelectric Crystals.....XG
5960.....Electron Tubes & Associated Hardware.....XG
5961.....Semiconductor Devices & Associated Hardware.....XG
5962.....Microcircuits, Electronic.....XG
5963.....Electronic Modules.....XG
5965.....Headsets, Sets, Microphones & Speakers.....XG
5970.....Electrical Insulators & Insulating Materials.....XG

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

5975.....Electrical Hardware & Supplies.....XG
5977.....Electrical Contact Brushes & Electrodes.....XG
5980.....Optoelectronic Devices & Associated Hardware.....XG
5985.....Antennas, Waveguides & Related Equipment.....XG
5990.....Synchros & Resolvers.....XG
5995.....Cable, Cord & Wire Assemblies; Communication Equipment....XG
5999.....Miscellaneous Electrical & Electronic Components.....XG

60.....Fiber Optics Materials, Components, Assemblies & Accessories
6010.....Fiber Optic Conducts.....XG
6015.....Fiber Optic Cables.....XG
6020.....Fiber Optic Cable Assemblies & Harnesses.....XG
6030.....Fiber Optic Devices.....XG
6060.....Fiber Optic Interconnectors.....XG
6070.....Fiber Optic Accessories & Supplies.....XG
6080.....Fiber Optic Kits & Sets.....XG

61.....Electric Wire & Power & Distribution Equipment
6105.....Motors, Electrical.....XG
6110.....Electrical Control Equipment.....XG
6115.....Generators & Generator Sets, Electrical.....XG
6116.....Fuel Cell Power Units, Components & Accessories.....XG
6120.....Transformers: Distribution & Power Station.....XG
6125.....Converters, Electrical, Rotating.....XG
6130.....Converters, Electrical, Nonrotating.....XG
6135.....Batteries, Nonrechargeable.....XG
6140.....Batteries, Rechargeable.....XG
6145.....Wire & Cable, Electrical.....XG
6150.....Miscellaneous Electric Power & Distribution Equipment.....XG

62.....Lighting Fixtures & Lamps
6210.....Indoor & Outdoor Electric Lighting Fixtures.....XG
6220.....Electric Vehicular Lights & Fixtures.....XG
6230.....Electric Portable & Lighting Equipment.....XG
6240.....Electric Lamps.....XG
6250.....Ballasts, Lampholders & Starters.....XG
6260.....Nonelectrical Lighting Fixtures.....XG

63.....Alarm, Signal & Security Detection Systems
6310.....Traffic & Transit Signal Systems.....XF
6320.....Shipboard Alarm & Signal Systems.....XF
6330.....Railroad Signal & Warning Devices.....XF

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

6340.....Aircraft Alarm & Signal Systems.....XH
6350.....Miscellaneous Alarm, Signal & Security Detecting Systems..XG

64.....Unassigned

65.....Medical, Dental & Veterinary Equipment & Supplies
6506.....Drugs, Biologicals.....XG
6508.....Medicated Cosmetics & Toiletries.....XG
6510.....Surgical Dressing Materials.....XG
6515.....Medical & Surgical Instruments, Equipment & Supplies.....XG
6520.....Dental Instruments, Equipment & Supplies.....XG
6525.....X-Ray Equipment & Supplies; Medical Dental, Veterinary....XG
6530.....Hospital Furniture, Equipment, Utensils, & Supplies.....XG
6532.....Hospital & Surgical Clothing & Related Special Purpose
Items.....XG
6540.....Ophthalmic Instrument, Equipment & Supplies.....XG
6545.....Field Medical Sets, Kits & Outfits.....XG
6550.....Diagnostic Substances, Reagents, Test Kits & Sets.....XG

66.....Instruments & Laboratory Equipment
6605.....Navigational Instruments.....XH
6610.....Flight Instruments.....XH
6615.....Automatic Pilot Mechanisms & Airborne Gyro Components.....XH
6620.....Engine Instruments (Except Commins Parts).....XH
6620.....Engine Instruments (Cummins Parts).....XF
6625.....Electrical & Electronic Properties Measuring
& Testing Instruments.....XG
6630.....Chemical Analysis Instruments.....XG
6635.....Physical Properties Testing Equipment.....XG
6636.....Environmental Chambers & Related Equipment.....XH
6640.....Laboratory Equipment & Supplies.....XG
6645.....Time Measuring Instruments.....XG
6650.....Optical Instruments.....XG
6655.....Geophysical & Astronomical Instruments.....XF
6660.....Meteorological Instruments & Apparatus.....XG
6665.....Hazard-Detecting Instruments & Apparatus.....XG
6670.....Scales & Balances.....XG
6675.....Drafting, Surveying & Mapping Instruments.....XF
6680.....Liquid & Gas Flow, Liquid Level & Mechanical
Motion Measuring Instruments.....XG
6685.....Pressure, Temperature & Humidity Measuring
& Controlling Instruments.....XG
6695.....Combination & Miscellaneous Instruments.....XG

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

67.....Photographic Equipment
6710.....Cameras, Motion Picture.....XG
6720.....Cameras, Still Picture.....XG
6730.....Photographic Projection Equipment.....XG
6740.....Photographic Developing & Finishing Equipment.....XG
6750.....Photographic Supplies.....XG
6760.....Photographic Equipment & Accessories.....XG
6770.....Film, Processed.....XG
6780.....Photographic Sets, Kits & Outfits.....XG

68.....Chemicals & Chemical Products
6810.....Chemicals.....XG
6820.....Dyes.....XG
6830.....Gases; Compressed & Liquefied.....XG
6840.....Pest Control Agents & Disinfectants.....XG
6850.....Miscellaneous Chemical Specialties.....XG

69.....Training Aids & Devices
6910.....Training Aids.....XG
6920.....Armament Training Devices.....XG
6930.....Operational Training Devices.....XG
6940.....Communication Training Devices.....XG

70.....General Purpose Automatic Data Processing Equipment
(Including Firmware) Software Supplies & Support Equipment
7010.....ADPE System Configuration.....XG
7020.....ADP Central Processing Unit (CPU Computer) Analog.....XG
7021.....ADP Central Processing Unit (CPU Computer) Digital.....XG
7022.....ADP Central Processing Unit (CPU Computer) Hybrid.....XG
7025.....ADP Input/Output & Storage Devices.....XG
7030.....ADP Software.....XG
7035.....ADP Support Equipment.....XG
7040.....Punched Card Equipment.....XG
7042.....Mini & Micro Computer Control Devices.....XG
7045.....ADP Supplies.....XG
7050.....ADP Components.....XG

71.....Furniture
7105.....Household Furniture.....XG
7110.....Office Furniture.....XG
7125.....Cabinets, Lockers, Bins & Shelving.....XG
7195.....Miscellaneous Furniture & Fixtures.....XG

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

72.....Household & Commercial Furnishings & Appliances
7210.....Household Furnishings.....XG
7220.....Floor Coverings.....XG
7230.....Draperies, Awnings & Shades.....XG
7240.....Household & Commercial Utility Containers.....XG
7290.....Miscellaneous Household & Commercial Furnishings
& Appliances.....XG

73.....Food Preparation & Serving Equipment
7310.....Food Cooking, Baking & Serving Equipment.....XG
7320.....Kitchen Equipment & Appliances.....XG
7330.....Kitchen Tools & Utensils.....XG
7340.....Cutlery & flatware.....XG
7350.....Tableware.....XG
7360.....Sets, Kits & Outfits: Food Preparation & Serving.....XG

74.....Office Machines, Text Processing Systems & Visible
Record Equipment
7420.....Accounting & Calculating Machines.....XG
7430.....Typewriters & Office Type Composing Machines.....XG
7435.....Office Information System Equipment.....XG
7450.....Office Type Sound Recording & Reproducing Machines.....XG
7460.....Visible Record Equipment.....XG
7490.....Miscellaneous Office Machines.....XG

75.....Office Supplies & Devices
7510.....Office Supplies.....XG
7520.....Office Devices & Accessories.....XG
7530.....Stationery & Record Forms.....XG
7540.....Standard Forms.....XG

76.....Books, Maps & Other Publications
7610.....Books & Pamphlets.....XG
7630.....Newspapers & Periodicals.....XG
7640.....Maps, Atlases, Charts & Globes.....XG
7650.....Drawings & Specifications.....XG
7660.....Sheet & Book Music.....XG
7670.....Microfilm Processed.....XG
7690.....Miscellaneous Printed Matter.....XG

77.....Musical Instruments, Phonographs & Home-Type Radios
7710.....Musical Instruments.....XG

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

7720.....Musical Instrument Parts & Accessories.....XG
7730.....Phonographs, Radios & Television Sets; Home Type.....XG
7740.....Phonograph Records.....XG

78.....Recreational & Athletic Equipment
7810.....Athletic & Sporting Equipment.....XG
7820.....Games, Toys & Wheeled Goods.....XG
7830.....Recreational & Gymnastic Equipment.....XG

79.....Cleaning Equipment & Supplies
7910.....Floor Polishers & Vacuum Cleaning Equipment.....XG
7920.....Brooms, Brushes, Mops & Sponges.....XG
7930.....Cleaning & Polishing Compounds & Preparations.....XG

80.....Brushes, Paints, Sealers & Adhesives
8010.....Paints, Dopes, Varnishes & Related Products.....XG
8020.....Paint & Artists' Brushes.....XG
8030.....Preservative & Sealing Compounds.....XG
8040.....Adhesives.....XG

81.....Containers, Packaging & Packaging & Packing Supplies
8105.....Bags & Sacks.....XG
8110.....Drums & Cans.....XG
8115.....Boxes, Cartons & Crates.....XG
8120.....Commercial & Industrial Gas Cylinders.....XG
8125.....Bottles & Jars.....XG
8130.....Reels & Spools.....XG
8135.....Packaging & Packing Bulk Material.....XG
8140.....Ammunition & Nuclear Ordnance Boxes, Packages
& Special Containers.....XF
8145.....Specialized Shipping & Storage Containers.....XG

82.....Unassigned

83.....Textiles, Leather, Furs, Apparel & Shoe Findings, Tents
& Flags
8305.....Textile Fabrics.....XG
8310.....Yarn & Thread.....XG
8315.....Notions & Apparel Findings.....XG
8320.....Padding & Stuffing Materials.....XG
8325.....Fur Materials.....XG
8330.....Leather.....XG
8335.....Shoe Findings & Soling Materials.....XG

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

8340.....Tents & Tarpaulins.....XG
8345.....Flags & Pennants.....XG

84.....Clothing & Individual Equipment & Insignia
8405.....Outerwear, Men's.....XG
8410.....Outerwear, Women's.....XG
8415.....Clothing, Special Purpose.....XG
8420.....Underwear & Nightwear, Men's.....XG
8425.....Underwear & Nightwear, Women's.....XG
8430.....Footwear, Men's.....XG
8435.....Footwear, Women's.....XG
8440.....Hosiery, Wear & Clothing Accessories, Men's.....XG
8445.....Hosiery, Wear & Clothing Accessories, Women's.....XG
8450.....Children's & Infants' Apparel & Accessories.....XG
8455.....Badges & Insignia.....XG
8460.....Luggage.....XG
8465.....Individual Equipment.....XG
8470.....Armor, Personal.....XG
8475.....Specialized Flight Clothing & Accessories.....XH

85.....Toiletries
8510.....Perfumes, Toilet Preparations & Powders.....XG
8520.....Toilet Soap, Shaving Preparations & Dentifrices.....XG
8530.....Personal Toiletry Articles.....XG
8540.....Toiletry Paper Products.....XG

86.....Unassigned

87.....Agricultural Supplies
8710.....Forage & Feed.....XG
8720.....Fertilizers.....XG
8730.....Seeds & Nursery Stock.....XG

88.....Live Animals
8810.....Live Animals, Raised for Food.....XG
8820.....Live Animals, Not Raised for Food.....XG

89.....Subsistence
8905.....Meat, Poultry & Fish.....XG
8910.....Dairy Foods & Eggs.....XG
8915.....Fruits & Vegetables.....XG
8920.....Bakery & Cereal Products.....XG

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

8925.....Sugar, confectionery & Nuts.....XG
8930.....Jams, Jellies & Preserves.....XG
8935.....Soups & Bouillons.....XG
8940.....Special Dietary Foods & Food Specialty Preparations.....XG
8945.....Food, Oils & Fats.....XG
8950.....Condiments & Related Products.....XG
8955.....Coffee, Tea & Cocoa.....XG
8960.....Beverages, Nonalcoholic.....XG
8965.....Beverages, Alcoholic.....XG
8970.....Composite Food Packages.....XG
8975.....Tobacco Products.....XG

90.....Unassigned

91.....Fuels, Lubricants, Oils & Waxes
9110.....Fuels, Solid.....XF
9130.....Liquid Propellants & Fuels, Petroleum Bases.....XF
9135.....Liquid Propellant Fuels & Oxidizers, Chemical Base.....XF
9140.....Fuel Oils.....XF
9150.....Oils & Greases: Cutting, Lubricating, & Hydraulic.....XF
9160.....Miscellaneous Waxes, Oils & Fats.....XF

92.....Unassigned

93.....Nonmetallic Fabricated Materials
9310.....Paper & Paperboard.....XG
9320.....Rubber Fabricated Materials.....XG
9330.....Plastic Fabricated Materials.....XG
9340.....Glass Fabricated Materials.....XG
9350.....Refractories & Fire Surfacing Materials.....XG
9390.....Miscellaneous Fabricated Nonmetallic Materials.....XG

94.....Nonmetallic Crude Materials
9410.....Crude Grades of Plant Materials.....XG
9420.....Fibers: Vegetable, Animal & Synthetic.....XG
9430.....Miscellaneous Crude Animal Products, Inedible.....XG
9440.....Miscellaneous Crude Agricultural & Forestry Products.....XG
9450.....Nonmetallic Scrap, Except Textile.....XG

95.....Metal Bars, Sheets & Shapes
9505.....Wire, Nonelectrical, Iron & Steel.....XF
9510.....Bars & Rods, Iron & Steel.....XF

GROUP/CLASS DESCRIPTION CATALOGING ACTIVITY

9515.....Plate, Sheet, Strip & Foil: Iron & Steel.....XF
9520.....Structural Shapes, Iron & Steel.....XF
9525.....Wire, Nonelectrical, Nonferrous Base Metal.....XF
9530.....Bars & Rods, Nonferrous Base Metal.....XF
9535.....Plate, Sheet, Strip & Foil: Nonferrous Base Metal.....XF
9540.....Structural Shapes, Nonferrous Base Metal.....XF
9545.....Plate, Sheet, Strip, Foil & Wire: Precious Metal.....XF

96.....Ore, Minerals & Their Primary Products
9610.....Ores.....XF
9620.....Minerals, Natural & Synthetic.....XF
9630.....Additive Metal Materials & Master Alloys.....XF
9640.....Iron & Steel Primary & Semifinished Products.....XF
9650.....Nonferrous Base Metal Refinery & Intermediate Forms.....XF
9660.....Precious Metals Primary Forms.....XF
9670.....Iron & Steel Scrap.....XF
9680.....Nonferrous Metal Scrap.....XF

97.....Unassigned
98.....Unassigned
99.....Unassigned
9905.....Signs, Advertising Displays & Identification Plates.....XG
9910.....Jewelry.....XG
9915.....Collectors and/or Historical Items.....XG
9920.....Smokers' Articles & Matches.....XG
9925.....Ecclesiastical Equipment, Furnishings, & Supplies.....XG
9930.....Memorials; Cemeterial & Mortuary Equipment & Supplies.....XG
9999.....Miscellaneous Items.....XG

GROUP/CLASS	DESCRIPTION	CATALOGING ACTIVITY
Cataloging Activity Code		
XF*		U.S. Coast Guard Engineering Logistics Center 2401 Hawkins Point Road Baltimore, MD 21226-1792
XG*		U.S. Coast Guard Engineering Logistics Center 2401 Hawkins Point Road Baltimore, MD 21226-1792
XH*		U.S. Coast Guard Aircraft Repair and Supply Center Elizabeth City, NC 27909-5001

(*) SEND REPORTS OF EXCESS PERSONAL PROPERTY (SF-120S) TO:
COMMANDING OFFICER
COAST GUARD ENGINEERING LOGISTICS CENTER (CODE 021)
MAIL STOP 25
2401 HAWKINS POINT ROAD
BALTIMORE, MD 21226-5000

(Reverse Blank)

Encl. (10) to COMDTINST M4500.5A

DISPOSITION INSTRUCTIONS DELAY STATUS CARD ENTRIES (DIC FTD)

The following Military Standard Requisitioning and Issue Procedures (MILSTRIP) format is used by the Engineering Logistics Center (ELC) Baltimore upon receipt of a DIC FTE when a delay of more than three days is anticipated (e.g., when an item is undergoing the 30-day Coast Guard-wide screen). It is an automated method of providing status to the reporting integrated support command (ISC), maintenance and logistics command (MLC), Headquarters unit, or Inventory Control Point (ICP).

Field Legend	Record Position	Entry and Instructions
Document Identifier	1-3	Enter FTD.
All Fields	4-61	Data as contained in the DIC FTE or FTF.
Action Date	62-64	Julian date of DIC FTD preparation.
Status	65-66	Applicable Excess Transaction Status Code.
Routing Identifier	67-69	Data as contained in RP 67-69 of the DIC FTE or FTF.
Expected Reply Date	70-73	Date that final disposition instructions may be expected from ELC Baltimore.
Blank	74-80	Leave blank.

(Reverse Blank)

Encl. (11) to COMDTINST M4500.5A

FOLLOW-UP FOR ICP REPLY TO EXCESS REPORT (DIC FTF)

The following Military Standard Requisitioning and Issue Procedures

(MILSTRIP) format is used by the maintenance and logistics commands, integrated support commands, Inventory Control Points (ICPs), and Headquarters units and forwarded to the Engineering Logistics Center (ELC) Baltimore when response to a DIC FTE is not received on a timely basis. This is an automated method of maintaining control of excess reports.

Field Legend	Record Position	Entry and Instructions
Document Identifier	1-3	Enter FTF.
All Fields	4-80	Data as contained in the DIC FTE.

(Reverse Blank)

CANCELLATION OF REPORT OF EXCESS MATERIEL (DIC FTC)

The following Military Standard Requisitioning and Issue Procedures (MILSTRIP) format is used by the maintenance and logistics commands, integrated support commands, Headquarters units, or an Inventory Control Point (ICP) to cancel a previously submitted Excess Report (DIC FTE). Route to the Engineering Logistics Center (ELC) Baltimore.

Field Legend	Record Position	Entry and Instructions
Document Identifier	1-3	Enter FTC.
Routing Identifier	4-6	Enter ZNC (ELC Baltimore RIC).
Media and Status	7	Data as contained in the report of excess card (DIC FTE).
Stock Number	8-22	Enter the stock number, if known, otherwise leave Blank.
Unit of Issue	23-24	Unit of issue of the stock or part number being canceled.
Quantity	25-29	Quantity being canceled.
All other fields	*30-80	Data as contained in the Report of

Excess card (DIC FTE).

* Indicates suffix code in RP 44, when applicable, for split actions indicated on the DIC FTR.

(Reverse Blank)

REPLY TO EXCESS REPORT CARD ENTRIES (DIC FTR)

The following Military Standard Requisitioning and Issue Procedures (MILSTRIP) format is used by the Engineering Logistics Center (ELC) Baltimore to respond to a DIC FTE. It is an automated method of providing status/disposition instructions related to the excess property. The Status Code in record position (RP) 65-66 provides the disposition instructions.

Field Legend	Record Position	Entry and Instructions
Document Identifier	1-3	Enter FTR.
Routing Identifier	4-6	Enter ZNC (ELC Baltimore RIC).
All Fields	7-24	Data as contained in the DIC FTE.
Quantity	25-29	Data as contained in the DIC FTE or partial quantity when split disposition instructions are provided.
Document Number	30-43	Data as contained in the DIC FTE.
Suffix	44	Suffix Code when applicable.
All Fields	45-53	Data as contained in the DIC FTE.
Receiving Activity	54-56	RIC of the receiving activity to which materiel is directed for return, or leave blank when no return is directed.
Project	57-59	Leave blank.

Priority	60-61	Priority designator of materiel return as directed by the ICP.
Action Date	62-64	Julian date of document preparation.
Status	65-66	Code TB (non-creditable, return quantity indicated in CC 25-29 to activity in CC 54-56) or Code TC (not returnable, dispose of quantity in CC 25-29 through DOT, DRMO or GSA screen) or other agency excess transaction status code.

Field Legend	Record Position	Entry and Instructions
Document Identifier	67-69	RIC of the activity preparing the FTE document.
Blank	70	Leave blank.
Condition Code	71	Data as contained in the DIC FTE.
Demilitarization Code	72	Code assigned by ELC Baltimore as required by the Defense Demilitarization Manual.
Blank	73-80	Leave blank.

Commanding Officer
United States Coast Guard
Engineering Logistics Center
2401 Hawkins Point Rd
Mailstop 25
Baltimore, MD 21226-5000
Phone: (410) 762-8254

4408
15 APR 98

From: Commanding Officer, Coast Guard Engineering Logistics Center
To: Distribution

Subj: EXCESS PROPERTY BULLETIN NO. 132

Ref: (a) Property Management Manual, COMDTINST M4500.5A

1. This Bulletin is a quarterly published listing of available excess Coast Guard for possible reutilization throughout the Coast Guard. Schedule dates for publication are 15 January, 15 April, 15 July, and 15 October.

2. The excess personal property listed herein is available on a non-reimbursable basis to any Coast Guard interested user. In accordance with DOT Order 4600.1E, direct costs incurred incident to a transfer (i.e., packing, preparation for shipment, and loading) shall be borne by the requisitioning activity if billed by the reporting activity.

3. Property may be obtained by submitting a MILSTRIP requisition via message, in accordance with enclosure (15) of reference (a), to the Engineering Logistics Center (ELC) Baltimore. Ensure Document Identifier Code (DIC) A0E or A05 is used and that the transportation funding authorization and the Report Numbers for the excess property are cited in the remarks block of the requisition. Requisitioners are reminded to review applicable District and local directives when requisitioning excess property. A freeze may be placed on any excess item by calling the ELC Property Disposal Section at the telephone number provided in paragraph 5 below. However, a MILSTRIP requisition must be received at ELC Baltimore within 10 working days thereafter to confirm such action. Otherwise, the freeze will be lifted and the item will become available for issue to other requisitioners.

4. The Bulletin is distributed to all Department of Transportation (DOT) excess property screening activities and fulfills reference (a) requirements for DOT screening. To expedite disposal at the unit level, ELC Baltimore has obtained authority to issue the following instruction. District Offices, Maintenance and Logistics Commands, Integrated Support Commands, and Headquarters units are authorized to transfer the excess property listed in this bulletin to the nearest Defense Reutilization and Marketing Office or General Services Administration thirty days after the published date of this ELC Baltimore Excess Property Bulletin.

5. For amplifying information, please contact the Property Disposal Section, SK1 R. Stiff at (410) 762-6248.

6. Cancellation. This Bulletin supersedes previous bulletins issued.

C. D. THOMAS
By direction

Encl: (1) Excess Property Listing
(2) Sample MILSTRIP Requisition Message
(3) Narrative MILSTRIP Instructions for Requisitioning Excess Property
(4) Disposal Condition Codes

1. 3610: COPIER, Savin M7300, Ser 8501003493; Qty 1; Code F6; Report Z36625-8016-L011. 2090: GANGWAY, Aluminum Brow, Length 20 Feet, Width 2'6" with Handrails; Qty 1, Code 1A; Report Z36287-7345-L001. POC: BM1 Stone @ (502) 685-4176).

2. 5815:FAX Machine, Xerox , Ser A351734; Qty 1; Code A7; Report Z71101-8026-L001. POC: PO Anderson @ (617) 223-8460.

3. 3990:RAMP LODING MOBILE, Model AS25 7036, Ser 411, Capacity 25,000 LBS,
Qty 1, Code A4; Report Z20115-7363-L001. POC: SCPO Hanberg @ (508) 968-6586.

4. 3610:COPIER XEROX 2510, Qty 1; Code F6; Report Z75130-7158-L001. POC:
Lisa Kimbrough @ (757-628-4254.

5. 4110: FREEZER Victory (Large Standup) Model AF4754, Ser 08130R41; Qty 1; Code A4; Report Z65100-7337-L001. POC: SKC Nies @ (334) 639-6635.

6. 4110: REFRIGERATOR Victory (Large Standup) Model AR4754, Ser B8130R39;

Qty 1; Code A4; Report Z65100-7337-L002. POC: SKC Nies @ (334) 639-6635.

7. 6640: FUEL Contamination Detector, Model Melmk III, Ser 74115; Qty 1; Code B6; Report Z65100-7336-L001. POC: SKC Nies @ (334) 639-6635.

8. 7490: COPIER, Sharp SF7750, Ser 96216905; Qty 1; Code A4; Report Z36212-7323-L003. POC: GP Portland @ (207) 767-0366.

9. 6730: READER/PRINTER Microfiche, Ser 32100711; Qty 1, Code A4; Report Z75130-7324-L001. For more information SK3 Wilks @ (757) 628-4363.

10. 4940: SPRAYER Paint; MFG Miracle Paint Rejuventaor Co; Ser 2872; Qty 1, Code A7; Report Z47300-7205-L028.; POC: SK2 Heimert @ (919) 335-6275.

11. 6675: DIGITAL Lettering Machine, Kroy (No Cartridges); Model 460; Qty 1, Code A5; Report Z32425-7113-L001. For more information SK1 Lukondi @ (757) 628-4363.

12. 3610: COPIER Sharp, Ser 0601218; Qty 1, Code A5; Report Z36257-7344-L001. For more information SK2 Pyle @ (616) 850-2510).

13. 3610: COPIER Royal, Ser DR46161631; Qty 1, Code B4; Report Z36257-7344-L002. For more information SK2 Pyle @ (616) 850-2510).

14. 2090: GANGWAY, Aluminium Brow, Length 20 Feet, Width 2'6" with Handrails; Qty 1, Code A1; Report Z36287-7345-L001. For more information BM1 Stone @ (502) 685-4176).

15. 2090: GANGWAY, Aluminium Brow, Length 20 Feet, Width 2'2" Without Handrails; Qty 1, Code A1; Report Z36287-7345-L002. POC: LT Henkelman @ (504) 393-6081.

16. 3413: LATHE Metal, Atlas; Qty 1, Code A5; Report Z20255-7351-L005. POC: BM1 Stone @ (502) 685-4176).

17. 4010: ROPE Wire, 11/2" 6x37ws ps RRL IWRC; NSN 4010-00-142-6486; Qty 2 Rolls (1200 feet each); Code A1; Report Z41968-7287-L002. POC: OIC ANT EUFAULA @ (334) 687-5140.

18. 5836: TV PANASONIC, Ser: UG6467401; Qty 1; Code A5; Report Z71109-8023-L035. POC: PAC Schaeffer @ (216) 902-6022.

19. 1940: OUTBOARD, Evinrude 70 HP, Ser #G03517343; Qty 1; Code A4; Report
Z17506-7328-L002. POC: LT McHahon @ (757) 898-2200.

20. 1940: AVON 17Feet; Ser #172055; Qty 1; Code A4; Report Z17506-7328-L001. POC: LT McMahon @ (757) 898-2200.

CUSTOMER REQUISITION FOR EXCESS PERSONAL PROPERTY (DIC A0E/A05)

Use the following Military Standard Requisitioning and Issue Procedures (MILSTRIP) format to requisition excess personal property advertised in Coast Guard Excess Property Bulletins. Forward these requisitions to the Engineering Logistics Center (ELC) Baltimore for further processing.

Field Legend	Record Position	Entry and Instructions
Document Identifier	1-3	Enter A0E or A05.
Routing Identifier	4-6	Enter ZNC (ELC Baltimore RIC).
Media Status	7	As applicable.
Stock/Part Number	8-22	Self-explanatory.
Unit of Issue	23-24	Unit of issue of the stock or part number being requisitioned.
Quantity	25-29	Quantity being requisitioned.
Document Number	30-43	Document number as assigned by the preparing activity.
Demand	44	Self-explanatory.

Supplementary Address	45-50	When applicable, enter the coded address of the "ship to" or bill to" activity. When coded data entered is not significant to the supply source, use the letter "Y" in RP 45.
Signal Code	51	Self-explanatory.
Fund Code	52-53	Self-explanatory.
Distribution Code	54	When applicable, enter code of activity to receive status information.

Field Legend	Record Position	Entry and Instructions
Project	57-59	When applicable, enter appropriate code, otherwise leave blank.
Priority	60-61	Leave blank.
Required Delivery	62-64	Self-explanatory.
Advice	65-66	Advice code to convey instructions to the supply source. When code is not required, leave blank.
Remarks Block	67-80	Enter the Transportation Funding Authorization and the Report Number shown in the Excess Property Bulletin.

PASSING/REFERRAL ORDER CARD ENTRIES (DIC A35/A3E/A45/A4E)

Use the following Military Standard Requisitioning and Issue Procedures (MILSTRIP) format with exception data to pass or refer customer requisitions requesting excess personal property to the reporting office. The Remarks Block will identify the SF-120 report number and item number of the requested item as identified in the Engineering Logistics Center (ELC) Baltimore Excess Property Bulletin.

Field Legend	Record Position	Entry and Instructions
Document Identifier	1-3	Code applicable to a Passing Order - DIC A3E or A35.
Routing Identifier	4-6	Code of the activity to which the document is being passed.
All Fields	7-66	Data as shown in the AOE/AO5 received at the ICP.
Blank	70-73	Leave blank.
Routing Identifier	74-76	Enter ZNC (ELC Baltimore RIC).
Blank	77-80	Leave blank.

Note :When only a partial requisition quantity can be filled, the following applies:

Document Identifier	1-3	Code applicable to a Referral Order - DIC A4E or A45.
Suffix Code	44	Enter Suffix Code applicable to quantity in RP 25-29.

(Reverse Blank)

DEMILITARIZATION CODES TO BE ASSIGNED TO FEDERAL SUPPLY ITEMS

CODE	EXPLANATION
A	Non-MLI - Demilitarization not required.
B	MLI - Demilitarization not required.
C	MLI - Remove and/or demilitarize installed key point(s) as prescribed in the Defense Demilitarization Manual, DOD 4160.21-M-1, or lethal parts, components and accessories.
D	MLI - Demilitarize by mutilation (make unfit for intended purpose) by melting, cutting, tearing, scratching, crushing, breaking, punching, neutralizing, etc. (As an alternative, burial or deep water dumping may be used when authorized).
E	MLI - Demilitarize by burning, shredding, or pulping.
F	MLI - Demilitarization instructions to be furnished by the IM.
G	MLI - Demilitarization required. Item to be demilitarized before physical transfer to the DRMO. This code is normally limited to ammunition, explosives, and other dangerous articles.
H	CODE IS OBSOLETE - DO NOT USE
J	CODE IS OBSOLETE - DO NOT USE
K	CODE IS OBSOLETE - DO NOT USE
L	CODE IS OBSOLETE - DO NOT USE
M	CODE IS OBSOLETE - DO NOT USE
N	CODE IS OBSOLETE - DO NOT USE
Q	Strategic List Item - Mutilate to the extent necessary to prevent restoration to normal use and recovery of essential component parts or assemblies (overseas only). Mutilation not required in the U.S., Puerto Rico, American Samoa,

Guam, the Trust Territory of the Pacific Islands, and the Virgin Islands.

CODE	EXPLANATION
X	CODE IS OBSOLETE - DO NOT USE

NOTE: 1. MLI indicates Munitions List Items which are articles designated as arms, ammunition, and implements of war.

2. The Consolidated Management Data List (MLC Basic) provides appropriate demilitarization codes for items listed therein. Further assistance in assigning demilitarization codes may be obtained from DRMO's.

(Reverse Blank)

TURN-IN TO DEFENSE REUTILIZATION AND MARKETING OFFICE (DRMO)

1. Use DD 1348-1 or the DD 1348-1A as the Disposal Turn-in Document (DTID) for transfers to DRMO. The following entries are required when using a DD 1348-1:

Item Data	Record Position	Entry and Instructions
Document Identifier	13	Enter A5J.
RI From	46	The RIC of the shipping activity or leave blank when shipping activity is not assigned a RIC. See Section 4-C of COMDTINST M4400.19 (series).
Media & Status Code	7	Leave blank.

Stock or Part No.	8-22	The stock or part number of the item being turned-in. For subsistence items, enter the type of pack code in RP 21.
Unit of Issue	23-24	The unit of issue of the stock or part number being turned-in.
Quantity	25-29	The quantity being turned-in to DRMO.
Document Number	30-43	Same as SF-120 with item number included (e.g., Z70098-7170-L001). Omit dashes.
Suffix Code	44	Leave blank.
Supplementary Address	45-50	Enter DODAAC of predesignated consignee DRMO. Obtain from DOD 4000.25-1-S1 Supplement 1, integrated support command (ISC), MLC, or local DRMO.
Signal Code	51	Leave blank.
Fund Code	52-53	Leave blank. Leave blank, except for hazardous material turn-ins. Use XP if hazardous materiel. Transactions must be obligated in DAFIS through the Automated Requisitioning Management System (ARMS). Obtain obligation amount from DRMO.

Item Data	Record Position	Entry and Instructions
Distribution Code	54	Leave blank.
Retention Quantity	55-61	Enter the quantity to be retained in inventory or leave blank.
Precious Metals Indicator Code	62	Enter applicable code. See enclosure (45). If not coded in ML-C and no other information is available, use code "A" in RP 62.
ADPE Identification Code	63	Enter applicable code. See enclosure (46). If not coded in ML-C, and no other information is available, use code "0" in RP 63.
Disposal Authority Code	64	Enter appropriate code from enclosure (6).
Demilitarization Code	65	Code assigned per Defense Demilitarization Manual (DOD 4160.21M-1). See enclosure (17).

NOTE: When demilitarization has been accomplished prior to transfer to a DRMO, the appropriate demilitarization certification, required by DOD 4160.21M-1 must be reflected in Blocks W-Y.

Reclamation Code	66	Enter code "Y" if reclamation was performed prior to release to DRMO. Enter code "R" if reclamation is to be performed after turn-in to DRMO. Enter code "N" if reclamation is not required.
Routing Identifier	67-69	Perpetuate from Disposal Release Order. Code RIC of DRMO to receive excess. Obtain from DOD 4000.25-1-S1 Supplement 1, ISC, MLC, or local DRMO.
Ownership Code	70	Enter applicable code in accordance

with enclosure (29).

Supply Condition Code	71	Enter applicable code in accordance with enclosure (6) of this manual.

Item Data	Record Position	Entry and Instructions
Management Code	72	Perpetuate from source document or leave blank.
Screening Code	73	Leave blank.
Unit Price	74-80	Enter the unit price for the NSN or part number shown in RP 8-22.

Block Entries

A The shipping point identified by name and DODAAC.

B The consignee DRMO by DODAAC, name and address. This will be the designated consignee DRMO and entered by the generating activity.

C Enter HM if turn-in is hazardous material or HW if turn-in is hazardous waste.

D The category identifying the property as requiring special handling by disposal. These groupings are not readily categorized by individual nomenclature and must be entered "in the clear" in this block. The listing below is an example of the various categories. See Defense Reutilization and Disposal Manual (DOD 4160.21-M) for a complete listing.

1. Contractor Inventory.

2. Foreign Equity Property.

3. Industrial Fund Property.

4. Radioactive Material.

5. Red Cross Property.

6. Redistributable Military Assistance Program (MAP) Property.

7. Shelf-life Property.

8. Exchange/Sale Property.

9. Non-Appropriated Funded Property.

E The extended value of the transaction.

F The location from which materiel is to be selected, if required by the shipper.

Block Entries

G Coded cargo data, if required by the shipper.

H The number of units of issue in a package, if required by the shipper.

I The unit weight, applicable to the unit of issue, if required by the shipper.

J The unit cube, applicable to the unit of issue, if required by the shipper.

K Uniform Freight Classification, if required by the shipper.

L National Motor Freight Classification, if required by the shipper.

M Freight rate, if required by the shipper.

N Enter applicable controlled inventory item code which describes the security/pilferage classification of the shipment. Security Risk/Pilferage Codes (SEC) are located in the Management List Consolidated (ML-C) microfiche publication.

O Date of document preparation, if required by the shipper.

P For internal use.

Q The quantity actually transferred to DRMO, if different from RP 25-29.

R For internal use.

S The quantity actually receipted for by the DRMO.

T&U Self-explanatory.

V Enter mode of shipment code (MILSTAMP, Appendix B6), if required by shipper.

Block Entries

W-Y For non-NSN items, enter as much descriptive information as possible in blocks "W" through "Y" and attach additional documentation, if needed. For NSN items, use block "W" and "Y" for internal use and blocks "X" may contain the noun. Enter specified additive data or certification required from the generating source for specific types of property in this space, or attached.

1-6 Shipper use.

7-10 DRMO use. Note: Do not close your "DTID Suspense" file until the DRMO returns a copy of the DD 1348-1 stamped "RECEIPT COPY" and Block 8 is signed and dated. See paragraph 4-D-5 of this manual for additional information on DTIDs.

AA Enter words "Coast Guard Excess" or "NAF" for non-appropriated fund weapons, if appropriate.

DD Enter words "Approved for transfer."

EE Enter name, rank/grade, and signature of person authorized to approve the transfer.

FF-GG DRMO use.

11-15 For optional use by the DRMO.

[IMAGE]

SAMPLE TURN-IN DOCUMENT (DD 1348-1) TO DRMO

2. The following entries are required when using a DD 1348-1A:

Item Data	Record Position	Entry and Instructions
Document Identifier	1-3	Enter A5J.
RI From	4-6	The RIC of the shipping activity or leave blank when shipping activity is not assigned a RIC. See Section 4-C of COMDTINST M4400.19 (series).
Media & Status Code	7	Leave blank.
Unit of Issue	23-24	The unit of issue of the stock or part number being turned-in.
Quantity	25-29	The quantity being turned-in to DRMO.
Supplementary Address	45-50	Enter DODAAC of predesignated consignee DRMO. Obtain from DOD 4000.25-1-S1 Supplement 1, ISC, MLC, or local DRMO.
Signal Code	51	Leave blank.

Fund Code	52-53	Leave blank, except for hazardous materiel turn-ins. Use XP if hazardous materiel. Transactions must be obligated in DAFIS through the Automated Requisitioning Management System (ARMS). Obtain obligation amount from DRMO.
Distribution Code	54	Leave blank.
Retention Quantity	55-61	Enter the quantity to be retained in inventory or leave blank.
Precious Metals Indicator Code	62	Enter applicable code. See enclosure (45). If not coded in ML-C and no other information is available, use code "A" in RP 62.

Item Data	Record Position	Entry and Instructions
ADPE Identification Code	63	Enter applicable code. See enclosure (46). If not coded in ML-C, and no other information is available, use code "0" in RP 63.
Disposal Authority Code	64	Enter appropriate code from enclosure (6).
Demilitarization Code	65	Code assigned per Defense Demilitarization Manual (DOD 4 160.21M-1). See enclosure (17).

NOTE: When demilitarization has been accomplished prior to transfer to a DRMO, the appropriate demilitarization certification, required by DOD 4160.21M-1 must be reflected in Blocks W-Y.

Reclamation Code	66	Enter code "Y" if reclamation was performed prior to release to DRMO. Enter code "R" if reclamation is to

be performed after turn-in to DRMO. Enter code "N" if reclamation is not required.

Routing Identifier Code	67-69	RIC of DRMO to receive excess. Obtain from DOD 4000.25-1-S1 Supplement 1, ISC, MLC, or local DRMO.
Ownership Code	70	Enter applicable code in accordance with (29). For example: Owner Code enclosure (6) of this manual.
Management Code	72	Perpetuate from source document or leave blank.
Screening Code	73	Leave blank.
Unit Price	74-80	Enter the unit price for the NSN or part number shown in Block 25.
Suffix Code	44	Leave blank.

DESCRIPTION	BLOCK NO.	Entry and Instructions
Total Price	1	Extended value of the transaction.
Ship From	2	Enter your DODAAC. Obtain from COMDTINST M5440.2 (series) or DOD 4000.25-1-S1 Supplement 1.
Mark For	4	Leave blank, except for hazardous. Enter HM if hazardous materiel, or HW if hazardous waste.
DOCDATE	5	Enter date document is prepared.
	6-7-8	Leave blank unless required by a commercial carrier.

Controlled Inventory Code	9	Codes are found in the Management List - Consolidated (ML-C) microfiche publication for items of supply that have been assigned an NSN. Use the code that best describes your property if you do not have an NSN.
Quantity Received	10	Leave blank - for DRMO use.
	11-14	Leave blank unless required by a commercial carrier.
Shelf Life Code	15	Enter appropriate code or leave blank.
Freight Classification	16	Leave blank unless required by a commercial carrier.
Item Nomenclature	17	Enter as much descriptive information as possible for non-NSN items.
	18-21	Leave blank unless required by a commercial carrier.
Received by	22	Leave blank - for DRMO use.
Date Received	23	Leave blank - for DRMO use.

DESCRIPTION	BLOCK NO.	Entry and Instructions
Document Number	24	Use document number from your SF-120. If no SF-120, create document number using procedures for the SF-120 (e.g., Z70098-7170-L001) (omit dashes).
National Stock Number	25	Enter stock number or part number being turned-in.

RIC/UI/QTY, etc.	26	Leave blank. Reserved for DRMO use.
	27	Local use or leave blank. Local use may include: Location of property Custodian's Name Unit's address, telephone number, and point of contact.

[IMAGE]

SAMPLE TURN-IN DOCUMENT (DD 1348-1A) TO DRMO

SHIPMENT STATUS CARD (DIC AS3)

Use the following Military Standard Requisitioning and Issue Procedures (MILSTRIP) format to ship materiel to Defense Reutilization and Marketing Office (DRMO) for disposal. Units without capability to process shipment status cards must pass shipping information to a unit with processing capabilities.

Field Legend	Record Position	Entry and Instructions
Document Identifier	1-3	Enter AS3
Routing Identifier	4-6	Enter RIC of shipping activity or leave blank when shipping activity is not assigned a RIC.
Media Status	7	Enter applicable media and status code.

Stock/Part Number	8-22	Enter stock or part number.
Unit of Issue	23-24	Enter unit of issue.
Quantity	25-29	Enter quantity shipped.
Document Number	30-43	Enter document number. See enclosure (18).
Suffix	44	Leave blank.
Supplementary Address	45-50	DODAAC of predesignated DRMO.
Signal Code	51	Leave blank.
Fund Code	52-53	Leave blank.
Distribution Code	54	Enter "9."
Project	57-59	Enter estimated shipping date or date shipped.
Priority	60-61	Leave blank.

Field Legend	Record Position	Entry and Instructions
	62-76	Enter TCN, GBL or other shipment unit number. See Section 4-G of COMDTINST M4400.19 (series) for additional information.
	77	Enter mode of shipment code. See Section 4-C of COMDTINST M4400.19 (series) for additional information.
	78-80	Enter date available for shipment if shipment has not occurred and any additionally required information not provided in the status format.

SUPPLY STATUS CARD (DIC AE3)

Use the following Military Standard Requisitioning and Issue Procedures (MILSTRIP) format to respond to a Disposal Shipment Confirmation Followup (DIC AFX/AFZ) from the Defense Reutilization and Marketing Service (DRMS) when there is (1) no record of the shipment; (2) no record of the DIC AS3; and (3) no shipment had been made, or no record of shipment other than the AS3 card can be located. Units without capability to process supply status cards must pass appropriate information to unit with processing capabilities.

Field Legend	Record Position	Entry and Instructions
Document Identifier	1-3	Enter AE3.
Routing Identifier	4-6	Enter RIC of shipping activity or leave blank when shipping activity is not assigned a RIC.
Media Status	7	)
Stock/Part Number	8-22	)
Unit of Issue	23-24	)
Quantity	25-29	)
Document Number	30-43	)
Suffix	44	)Duplicate data contained in AFX/AFZ.
Supplementary Address	45-50	)
Signal Code	51	)
Fund Code	52-53	)

Distribution Code	54	)
Project	57-59	)
Priority	60-61	)

Field Legend	Record Position	Entry and Instructions
	62-64	The Julian date that corresponds to the date of this reply.
Status Code	65-66	"BF"
	67-80	Duplicate data contained in AFX/AFZ.

SHIPMENT CONFIRMATION CARD (DIC ASZ)

Use the following Military Standard Requisitioning and Issue Procedures (MILSTRIP) format to respond to a Disposal Shipment Confirmation Followup (DIC AFX/AFZ) from the Defense Reutilization and Marketing Service (DRMS). DIC AFX/AFZ will be forwarded by DRMS if there is no record of a turn-in that matches a DIC AS3. Units without capability to process status cards must pass appropriate information to unit with processing capabilities.

Field Legend	Record Position	Entry and Instructions
Document Identifier	1-3	Enter ASZ.
Routing Identifier	4-6	Enter RIC of shipping activity or leave blank when shipping activity is not assigned a RIC.
Media Status	7	Enter applicable media and status

code.

Stock/Part Number	8-22	Data as shown in the AFX/AFZ.
Unit of Issue	23-24	Enter unit of issue.
Quantity	25-29	Quantity receipted for by DRMO.
Document Number	30-43	Enter document number.
Suffix	44	Data as shown in the AFX/AFZ.
Supplementary Address	45-50	DODAAC of predesignated DRMO.
Signal Code	51	Leave blank.
Fund Code	52-53	Leave blank.
Distribution Code	54	Enter "9."
	55-80	Leave blank.

(Reverse Blank)

DEFENSE INDUSTRIAL PLANT EQUIPMENT CENTER (DIPEC) AGREEMENT

01 JUL 1981
DEFENSE SUPPLY AGENCY
DEFENSE INDUSTRIAL PLANT EQUIPMENT CENTER
MEMPHIS, TENNESSEE 38114

IN REPLY
REFER TO:

AGREEMENT
BETWEEN
UNITED STATES COAST GUARD
AND
DEFENSE SUPPLY AGENCY

Agreement made this 9th day of October 1975 by and between the United

States Coast Guard (USCG), and the Defense Supply Agency (DSA) acting for the Department of Defense (DOD).

Authority to execute this Agreement on behalf of the Department of Defense is vested in the Defense Supply Agency pursuant to Assistant Secretary of Defense (Installations and Logistics) Memorandum for Director, Defense Supply Agency, dated 3 January 1974. Authority to execute this Agreement on behalf of the Defense Supply Agency is vested in the Commander, Defense Industrial Plant Equipment Center (DIPEC) pursuant to redelegation of authority dated 6 February 1974. Authority to execute this Agreement on behalf of the USCG is vested in the Comptroller, United States Coast Guard.

I. PURPOSE

A. This Agreement establishes policies, procedures, and conditions by which USCG may obtain loans of industrial plant equipment (IPE) from the Department of Defense General Reserve under the management control of the Defense Industrial Plant Equipment Center (DIPEC).

B. This Agreement, and the policies, conditions of loan and procedures contained herein, supersedes the Agreement between DoD and on "Utilization of Idle Industrial Plant Equipment" dated 18 August 1967.

II PROVISIONS

A. General Reserve items will not be loaned when being held to satisfy a current requisition, other specific requirement, or the item is considered to be in short supply by DIPEC.

B. DSA will permit USCG representatives to examine DIPEC General Reserve inventory records.

C. USCG will have a thirty-day period in which to accept or reject IPE placed on hold.

D. USCG will arrange for maintenance, protection, preservation, repair and parts replacement for DoD IPE during the period of the loan. The loaned equipment will be returned to DSA in the same condition as when loaned, normal wear and tear excepted.

E. USCG agrees to bear all costs of dismantling (where applicable), packing, crating, handling and transportation of DoD-owned IPE from its present location to the point of use by USCG, and stop-over en route included, and return to DoD. Appropriations chargeable for packing, crating, handling and transportation will be indicated on requests submitted to DIPEC. Equipment to be shipped will be processed in accordance with specifications and standards provided by DIPEC.

F. USCG agrees to bear all costs for repair, rebuilding, modification, analytical inspection or operational testing as may be required

by USCG. Such services will be performed at Government facilities, provided personnel and facilities are available, or by commercial contractors as determined by mutual agreement between DIPEC and USCG. Work will not be initiated until USCG has been furnished a cost estimate and authorizes expenditure of the required funds. Any obligation of funds in excess of the estimated cost will require USCG approval. SF 1080 billings for services performed will be made by DIPEC to the paying offices designated by USCG.

G. All requests for loans will be submitted to the Defense Industrial Plant Equipment Center, Memphis, Tennessee 38114, and will cite USCG funds chargeable for all costs referenced in paragraphs E and F above.

H. USCG will sponsor all its contractors requesting the loan of IPE from DSA.

I. IPE may be loaned for a five-year period with an option to renew for a similar or lesser period if warranted by USCG and approved by DIPEC.

J. USCG will advise DIPEC immediately of any item of DoD-owned IPE which is not in use by or for USCG.

K. USCG agrees to return all aluminum skids as specified by DIPEC.

L. Where the Secretary of Defense determines that full or partial

mobilization, critical national emergency, or other emergency requries

return of IPE loaned to USCG such equipment shall be returned to DSA as soon as practicable after reasonable notice by DIPEC, unless such equipment is determined by the Commandant of USCG to be essential to a critical USCG operation. In such case, return of IPE loaned to USCG shall be determined by mutual agreement between the Secretary of Defense and the Commandant of USCG.

M. This Agreement may be terminated mutual consent. Upon termination of this Agreement, USCG will return DoD-owned IPE within thirty days of the date of the termination unless specified otherwise by DIPEC.

UNITED STATES COAST GUARD	DEFENSE SUPPLY AGENCY DEFENSE INDUSTRIAL PLANT EQUIPMENT CENTER
By 22 OCT 1975	By 16 OCT 1975
Signature Date	Signature Date
ROBERT A. DUIN, RADM, USCG	FRANK A. MORRIN, JR.
Type Name	Type Name
Comptroller, U.S.C.G.	Director, Supply Operations
Title	Title

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4215.4	Industrial Furnaces, Ovens and Heat Treating Equipment	3424	5502
4215.6	Physical Properties Testing Equipment	6635	5504
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4215.10	Environmental Chambers	6636	5508
4215.12	Rolling Mills, Drawing machines and Metal Finishing Equipment	3422 3426	5510
4215.13	Portable Machine Tools, metal-working Machinery Accessories, and Precision Layout Tools	3450 3460 3461 5220	5511
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4215.24	Centrifugals, Separators and Filters	4330	5522
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4215.35	Rubber and Plastics Working Machinery	3620	5534
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DSAH NO.	TITLE	FSC	NAVSUP NO.
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4215.45	Drilling and Tapping Machines	3412	5548

(Reverse Blank)

DOD INDUSTRIAL PLANT EQUIPMENT REQUISITION (DD-1419) (INSTRUCTIONS)

DOD Industrial Plant Equipment Requisition (DD-1419) is used to request Defense Industrial Plant Equipment Center (DIPEC) screening against the Department of Defense (DOD) idle inventory, to accept or reject available assets offered by DIPEC and to certify non-availability of an item from the DOD idle inventory. See Figure 24-1 for a sample form.

1. Complete Sections I, II and III of DD-1419 prior to submitting the original and two copies of the requisition to DIPEC. DIPEC will complete Sections IV or V and return the form to the requester. Requester will then complete Sections VI and VII as applicable, and resubmit the form to DIPEC.

2. HEADING - Requisition Number (Document Number). Military Standard Requisitioning and Issue Procedures (MILSTRIP) procedures are used to establish requisition numbers. The requisition number consists of 14

characters. The first six digits of the requisition number are the Department of Defense Activity Address Code (DODAAC), which will identify the requisitioning activity, unit, organization or contractor. The next four digits of the requisition number represent the date of the requisitioning action. The first character is the last digit of the current calendar year and the next three characters are the Julian date. The last entry of the requisition number is a four-digit entry assigned by the requester. When subsequent forms are submitted for the same item, a new requisition and document number must be submitted for each requisitioning action. See enclosure (VI7) of COMDTINST M4400.19 (series) for additional information on document numbers.

3. SECTION I - Item Description. The purpose of this section is for the customer to provide as complete a description as possible of the item requested. Requests for single purpose equipment with special features must contain detailed descriptive data as to the size and capabilities, setting forth the need for special operating features or particular operations required to be performed by the item.

   a. Block 1. Enter the 12-digit Production Equipment Code (PEC) from the applicable handbook listed in enclosure (32), or the Federal Supply Classification (FSC) for the item.

   b. Blocks 2 and 2a. In block 2, enter the five-digit numeric/alphanumeric characters of the Government Entity (CAGE) Code that identifies the manufacturer of the requested item. Obtain this code from the IPE handbook listed in enclosure (23) or refer to Defense Logistics Services Center (DLSC) Cataloging Handbooks H41 and H42. When the code cannot be determined, enter the manufacturer's name. In block 2a, enter the model, style or catalog number assigned to the equipment by the manufacturer. If available, the model

number is preferred. If not, try to use style number. When no model, style or catalog number is known, insert the word "NONE".

   c. Block 3. Enter the National Stock Number (NSN), if known.

   d. Block 4. If applicable, enter the two-digit operating power code phase and cycle by which the basic item operates. See Figure 24-2.

e. Block 5. Self-explanatory.

f. Block 6. Indicate, by placing an "X" in the applicable block, whether the requester will/will not physically inspect the equipment prior to acceptance.

g. Block 7. Self-explanatory.

h. Block 8. Enter the complete description of the item including the major group, class, subclass, type, subtype, size group, specific size, etc., as selected from the appropriate IPE handbook. Enter description from Section 2 of the IPE handbook when manufacturer's designation of the item matches a manufacturer's designation in Section 2. If no manufacturer's designation is found in Section 2, use the descriptive guide in Section 3 to develop descriptive data.

4. SECTION II - Requiring Agency.

a. Block 9. Enter the requisitioning facility's, agency's, or contractor's name, street address, city, state and zip + 4 code. This address should be the one to which correspondence or inquiries of a technical nature are to be referred. Include the name and telephone number of an individual to be contacted concerning the item requested. If the requesting activity or its location will not be the same as the using activity to which the requested item is to be shipped, complete Block 46 of Section VII.

b. Blocks 10 and 10a. Enter the contract/document number and the approval date that authorized the initiating agency or contractor to requisition the item described in Section I. This will normally be a facility contract number. However, the production (supply), layaway or lease contract number is also applicable.

c. Block 11. Enter the activity address code of the command having management/production responsibility for the item or program supported by the equipment.

d. Block 12. Indicate whether the equipment will be used at a government or contractor facility by checking the appropriate

DODAAC. Identify the end purpose for which the item is requested and the product or service to which the equipment is to be assigned.

e. Block 13. Enter the specific function of the equipment. When applicable, enter the tolerances, capacities, specifications, etc., which the equipment must satisfy.

f. Block 14. To establish a destination date, determine the date the item must be installed to meet production requirements, and deduct the estimated number of days required for installation. Enter the adjusted date in this block.

g. Block 15. To establish the date by which DIPEC must issue a Certificate of non availability (CNA), subtract the procurement lead time plus 45 days administrative lead time from the date shown in block 14.

h. Block 16. Enter the appropriate Uniform Material Movement and Issue Priority System (UMMIPS) priority designator.

i. Block 17. Place an "X" in the applicable box.

(1) Production (current use).

(2) Mobilization (layaway).

(3) Replacement (replace existing item(s) on a one-for-one basis or more than one-for-one basis). The requester will identify, in block 51 or on an attached sheet, the item(s) to be replaced and the reason for the replacement, e.g., worn out, no longer holds tolerances, old or obsolete, etc.

j. Block 18. Enter an "X" in the applicable box, if the item will/will not be procured. If "yes", cite the appropriation.

k. Block 19. Leave blank.

l. Blocks 20 and 21. Enter the signing official's typed name, title, office symbol/name, and telephone in block 20. Legible ink signature should be made in block 21. For contractor requirements, the signing official will be the

company representative who prepares and submits the requirement to the cognizant contract administration services office.

m. Block 22. Self-explanatory.

n. Block 23. This item is completed by the cognizant contract administration services office or the cognizant command which determines and certifies valid need for the IPE being requisitioned.

(1) Block 23a. Enter the DODAAC of the responsible activity.

(2) Block 23b. Enter the name, street address, city, state and zip + 4 code of the government activity completing the certification.

(3) Block 23c. For contract requirements, type name and title production representative at the cognizant contract administration services office which represents the certification of need.

(4) Block 23d, 23e and 23f. Self-explanatory.

5. SECTION III Approval Authority. The purpose of this section is to approve and authenticate the requirement contained in Sections I and II above.

a. Block 24. Enter the name, street address, city, state and zip + 4 code of the government activity approving the request.

b. Block 25. Enter the official's title, office symbol/name and telephone number.

c. Block 26. Typed name of approving official and signature.

d. Block 27. Self-explanatory.

6. SECTION IV - Allocation and Authority to Inspect. This section is completed by DIPEC when a suitable asset is available and offered to the requester.

7. SECTION V - Certificate of non availability. This section is completed by DIPEC.

8. SECTION VI - Certificate of Acceptance. This section is completed by the activity delegated the authority to accept/reject the offered item.

a. Block 42. The item allocated in Section IV of this form. Indicate acceptance of the asset offered, either with or without physical inspection, by placing an

"X" in one of the applicable blocks. Indicate conditions of acceptance by placing an "X" in the most appropriate block. Provide explanations of conditions of acceptance in block 51 or on attached sheets.

b. Blocks 43 and 44. Typed name and title of certifying official and signature. See block 20 above.

c. Block 45. Self-explanatory.

9. SECTION VII - Special Shipping Instructions. This section is completed by the requester or cognizant administrative office, as applicable.

a. Block 46 (Ship To).

(1) Domestic Shipment. Enter complete name, street address, city, state, and zip + 4 code of the activity to which the item is to be shipped. In addition, indicate rail head and truck delivery points, as required, when other than the facility address above.

(2) Export Shipment. Enter the specific address of the appropriate transshipment point.

b. Block 47 (For Transshipment To). Enter the specific name and overseas address of the using activity as provided in the Military Standard Transportation and Movement Procedures (DOD 4500.32R).

c. Block 48. If applicable, enter additional data required to identify the specific user of the equipment or accountable office.

d. Block 49 (Appropriation Chargeable For).

(1) Enter the appropriation to be charged for packing, crating and handling.

(2) Enter the appropriation to be charged for transportation, if applicable.

(3) Enter appropriation to be charged for special work or services to be performed in "OTHER" block, i.e., rebuild, repair, accessory replacement, refurbishment, etc., together with certification of funds availability and limitation of funds, if any, for all reimbursable items.

(4) Enter the complete name and address of the paying office to which the Voucher for Transfers Between Appropriations and/or Funds (SF1080) will be submitted.

NOTE: The billing activity will request additional funding if required. Billing will be accomplished by SF-1080.

e. Block 50. Self-explanatory.

10. SECTION VIII - Block 51. Use this section to explain entries made in blocks 1 through 50, or for additional data pertinent to the requisition. When requisitioning equipment from excess listings, identify the issuing office, list and date, control number and item number assigned to equipment.

Figure 24-1
DOD INDUSTRIAL PLANT EQUIPMENT REQUISITION (DD-1419)

[IMAGE]

Figure 24-1

Figure 24-1
DOD INDUSTRIAL PLANT EQUIPMENT REQUISITION (DD-1419)

[IMAGE]

Figure 24-1 (cont)

Figure 24-2
OPERATING POWER CODES

00	No input Power Required
10	Electric Motor Driven
11	110, 115 or 120 Volt A.C. 1 phase 60 cycle
12	110, 115 or 120 Volt A.C. 1 phase less than 60
13	110, 115 or 120 Volt A.C. 1 phase more than 60
14	110, 115 or 120 Volt A.C. 3 phase 60 cycle
15	110, 115 or 120 Volt A.C. 3 phase less than 60
16	110, 115 or 120 Volt A.C. 3 phase more than 60
17	120/208 Volt A.C. 3 phase 60 cycle
18	120/208 Volt A.C. 3 phase less than 60
19	120/208 Volt A.C. 3 phase more than 60
21	110/220 Volt A.C. 1 phase 60 cycle
22	110/220 Volt A.C. 1 phase less than 60
23	110/220 Volt A.C. 1 phase more than 60
24	110/220 Volt A.C. 3 phase 60 cycle
25	110/220 Volt A.C. 3 phase less than 60
26	110/220 Volt A.C. 3 phase more than 60
27	208 Volt A.C. 1 phase 60 cycle
28	208 Volt A.C. 1 phase less than 60
29	208 Volt A.C. 1 phase more than 60
31	208 Volt A.C. 3 phase 60 cycle
32	208 Volt A.C. 3 phase less than 60

33 208 Volt A.C. 3 phase more than 60
34 220, 225 or 230 Volt A.C. 1 phase 60 cycle
35 220, 225 or 230 Volt A.C. 1 phase less than 60
36 220, 225 or 230 Volt A.C. 1 phase more than 60
37 220, 225 or 230 Volt A.C. 3 phase 60 cycle
38 220, 225 or 230 Volt A.C. 3 phase less than 60
39 220, 225 or 230 Volt A.C. 3 phase more than 60
41 220/440 Volt A.C. 1 phase 60 cycle
42 220/440 Volt A.C. 1 phase less than 60
43 220/440 Volt A.C. 1 phase more than 60
44 220/440 Volt A.C. 3 phase 60 cycle
45 220/440 Volt A.C. 3 phase less than 60
46 220/440 Volt A.C. 3 phase more than 60
51 440, 460 or 480 Volt A.C. 1 phase 60 cycle
52 440, 460 or 480 Volt A.C. 1 phase less than 60
53 440, 460 or 480 Volt A.C. 1 phase more than 60
54 440, 460 or 480 Volt A.C. 3 phase 60 cycle

55 440, 460 or 480 Volt A.C. 3 phase less than 60
56 440, 460 or 480 Volt A.C. 3 phase more than 60
57 550 Volt A.C. 3 phase 60 cycle
58 550 Volt A.C. 3 phase less than 60
59 550 Volt A.C. 3 phase more than 60
61 2300 Volt A.C. 3 phase 60 cycle
2 2300 Volt A.C. 3 phase less than 60
63 2300 Volt A.C. 3 phase more than 60
64 4160 Volt A.C. 3 phase
65 6600 Volt A.C. 3 phase
66 11,500 and 12,000 Volt A.C. 3 phase
69 Alternating current not elsewhere classified
70 Universal service (A.C. and D.C.)
71 6 Volt D.C.
72 12 Volt D.C.
73 24 Volt D.C.
74 27 or 28 Volt D.C.
75 32 Volt D.C.
76 48 Volt D.C.
81 110, 115, 120 or 125 Volt D.C.
82 110/220, 115/230, 120/240, or 125/250 Volt D.C.
83 220/230 Volt D.C.

84 220/240 Volt D.C.
85 440 Volt D.C.
89 Direct current not elsewhere classified
90 Diesel engine drive
91 Gasoline engine drive
92 Hydraulic drive
93 Pneumatic drive
94 Steam drive
95 Coal or coke fired
96 Gas fired
97 Oil fired
98 Hand or foot powered
99 Operating power not elsewhere classified

REQUISITIONING DOD EXCESS PERSONAL PROPERTY FROM DRMS

Use the following Military Standard Requisitioning and Issue Procedures (MILSTRIP) format to requisition excess personal property through the Defense Reutilization and Marketing Service (DRMS). DRMS will bill packing, crating, handling and transportation (PCH&T) charges to Commandant (G-CAC). These charges will then be forwarded to maintenance and logistics commands (MLCs), integrated support commands (ISCs), and commanding officers of Headquarters units on an Internal Transfer Voucher (ITV).

Field Legend	Record Position	Entry and Instructions
Document Identifier	13	Code applicable to requisition.
Routing Identifier	46	Enter S9D.
Media Status	7	)
Stock/Part Number	8-22	)
Unit of Issue	23-24)	Self-explanatory.
Quantity	25-29	)
Document Number	30-43	Enter document number. RP 40 must contain J, K, L, R or S.

Demand	44	Self-explanatory.
Supplementary Address	45-50	When applicable, enter the coded address of the "ship to" activity. When coded data entered is not significant to the supply source (other than an activity address code) enter an alphabet "Y" in RP 45.
Signal Code	51	Enter D (ship to RP 30-45) or M (ship to RP 45-50).
Fund Code	52-53	Enter GN (identifies expenses for PCH&T of DOD excess materiel). Not for use on local pickup when there are no PCH&T charges.

Field Legend	Record Position	Entry and Instructions
Distribution Code	54	When applicable, enter code of unit to receive status information.
	55-56	Leave blank.
Project	57-59	Enter the appropriate code when applicable.
Priority	60-61	Priority Designator.
Required Delivery	62-64	Enter in accordance with Section 4-C of Date COMDTINST M4400.19 (series).
Advice	65-66	Advice code to convey instructions to DRMS. Leave blank when code is not required.
	67-70	Leave blank.
Condition Coded	71	Enter lowest acceptable Supply

Condition Code.

72 Leave blank.

ENTRIES REQUIRED WHEN REQUISITIONING A SPECIFIC ITEM FROM DISPOSAL

Disposal Turn-in Document (DTID) or Excess Report.	67-80	This entry is optional on DIC A0A/A01 requisitions and is mandatory on A04/A0D requisitions. If applicable, enter the DTID suffix code in RP 21.

REPORT OF ABANDONMENT/DESTRUCTION OF PERSONAL PROPERTY (CG FORM 5598)

CG Form 5598 was developed to aid the property officer in documenting the disposal of personal property. The form provides the property officer with a tool to document required information in an easy-to-use format, ensuring the proper authority has been received prior to effecting disposal.

1. PROCEDURES. The following procedures apply:

a. Authorized Use. The form is mandatory when performing disposal action of personal property where there is not a change of custody. For example:

(1) When personal property is abandoned;

(2) When personal property is disposed of in the trash; and

(3) When personal property is scrapped for parts.

b. Unauthorized Use. Do not use this form to document the loss of personal property. The form is a disposal document and may not be used as a survey or investigation document.

c. Limitations.

If...	Then...

unit cost of item(s) being destroyed/abandoned has a value of $500.00 or less;	unit commanding officer may approve disposal;
unit cost of item(s) being destroyed/abandoned has a value of $25,000.00 or less;	(1) commanding officers of headquarters units may approve disposal; and (2) the maintenance and logistics commander (f) must approve and provide unit commanding officers with documentation that must be attached to the CG Form 5598.
unit cost of the item(s) being destroyed/abandoned is more than $25,000.00;	Commandant (G-CFM) must approve and provide documentation that must be attached to the CG Form 5598.

d. Extended Value. The extended value of personal property is that dollar amount that is computed by multiplying the unit cost of the property by the number of similar items. For an item to be similar, the following factors must be the same:

(1) Description. The items must have the same model number, style, part number, capabilities, and range of functions;

(2) Condition Code. The items must have the same supply and disposal condition code as listed on the back of CG Form 5598; and

(3) Acquisition Cost. The items must have the same original acquisition cost. Personal property is considered to have the same original acquisition cost if the unit cost is less than $500.00 or if the difference in original acquisition cost is less than 30% of the highest original acquisition cost.

e. Similar Items. Group similar items as one line item if they meet the conditions in paragraph 4.d.

f. Demilitarization Determinations.

(1) Personal property in certain Federal Supply Classifications

(FSCs) destroyed/abandoned must have its assigned, valid National Stock Number (NSN) listed in the description section of the form. See enclosure (9) for a complete listing of FSCs. Use local stock numbers only when a valid NSN has not been assigned. When this occurs, include the appropriate FSC, a valid part number and manufacturer's name, nomenclature which accurately describes the item, the end item application, and a clear text statement defining the reason for a local number assignment. In addition, the clear text DEMIL statement must be accurately annotated on the form. Use the following clear text DEMIL statements:

(a) Non-MLI no demilitarization required.

(b) MLI no demilitarization required.

(c) MLI demilitarization required.

(d) Non-MLI Strategic List Item (SLI).

(2) Activities generating disposal material (usable or scrap) must enter the appropriate DEMIL code as the second character of the method code

on CG Form 5598. See enclosure (17) for a list of Demilitarization Codes assigned to Federal Supply Items. The following restrictions apply to the use of assigned DEMIL codes.

(a) DEMIL code "X" is not an acceptable code for disposal processing purposes.

(b) Whenever DEMIL code "B" through "M" is placed on CG Form 5598, the weapon's officer must sign as destruction officer.

g. Instructions for use and completing CG Form 5598:

Field Name	Instructions

Report Number Enter a valid document number consisting of the following format (Z75130-7225-1785):

The letter "Z" followed by your five-digit Operating Facility (OPFAC) Number;
A four-digit Julian date; and
A four-digit sequential number.

Date Enter date the originator completed the form.

Sheet Total Enter total value of all property listed on the CG Form 5598.

Activity Enter name of the custodial activity.

Originator Enter name (typed/printed) of the person requesting disposal authority. This is normally the custodian of the property. The originator must sign the form in Block 5.

Accounting Classification Enter the ATU, OPFAC, and Owner Code as it appears on the custodial activity's property records.

Abandonment - Destruction Approved by Enter name (typed/printed) of the person who has the authority to approve the disposal of personal property. This is normally the activity property officer or an officer who is authorized to sign by direction. Custodians are not authorized to approve the disposal/abandonment of property in their care. The approving officer must sign the form in Block 7.

Field Name	Instructions
Item Number	Sequentially number the items listed on the form. More than one item may be listed on the report. However, the same destruction officer and witness must apply to all property on the report.
Description	Enter the description of the item(s) being

destroyed - abandoned. The following information is mandatory:

Noun/Common Name : Use terms that a layman might use;

Serial Number(s): This information is important when scrapping items with permanent serial numbers. The DRMO may not accept material as SCRAP by serial number. This is the last chance to record the serial number of the property concerned;

Nomenclature: Enter the nomenclature as it appears on the property records;

FSC: Every item must have the FSC annotated in the description section of CG Form 5598. Enter the complete NSN of the item of the item being destroyed/abandoned if the FSC is listed in Figure 56-1. Affected Federal Supply Classifications (FSCs) are also listed on page 2 of CG Form 5598;

Determination of Demilitarization : A DEMIL statement is required for those items whose FSC is listed in Figure 56-1.

Condition Code Enter the single digit/letter code for the disposal condition of the property. A list of condition codes is printed on the back of the CG Form 5598.

Unit Enter the unit of issue for the item.

Quantity Enter the total number of similar items being destroyed/abandoned.

Unit Acquisition Cost Enter the original acquisition cost. For similar items enter the average cost if the cost is less than $500 or if the difference in cost is less than 30%. If the value is greater than $500 ($25,000 for Headquarters units) you must attach written authority to destroy/abandon the property.

Total Acquisition Cost Enter the product of unit cost multiplied by the quantity of items.

Field Name	Instructions
Method	Enter the following two letter codes for the method of destruction/abandonment and the demilitarization requirement code: Scrapped - "S" followed by DEMIL code; Abandoned in place - "A" followed by DEMIL code; Thrown in Trash - "T" followed by DEMIL code.
Destruction Officer	Enter the name (typed/printed) of the person who actually performed the disposal action. The destruction officer must sign the form.
Witness	Enter the name (typed/printed) of the person who actually witnessed the disposal action. The witness must sign the form.

h. Distribution of CG Form 5598.

(1) Original to Property Officer for file. Retain original for three years from date of destruction.

(2) One copy to approval authority when total value was greater than $500.00 ($25,000 for Headquarters units).

(3) One copy to activity processing your property records.

2. FORMS/REPORTS. See Figure 26-2 for a sample form. Local reproduction is authorized.

Figure 26-1

FEDERAL SUPPLY CLASSIFICATION REQUIRING VALID NSNs

GROUP	FSC	DESCRIPTION
10	All	Weapons
11	All	Nuclear Ordnance
12	All	Fire Control Equipment
13	All	Ammunition and Explosives
14	All	Guided Missiles
15	1560	Airframe Structural Components
16	1670	Parachutes; Aerial Pick Up, Delivery, Recovery Systems; and Cargo Tie Down Equipment
17	1710	Aircraft Arresting, Barrier and Barricade Equipment
	1720	Aircraft Launching Equipment
18	1810	Space Vehicles
	1820	Space Vehicle Components
	1830	Space Vehicle Remote Control Systems
	1840	Space Vehicle Launchers
23	2305	Ground Effect Vehicles
	2330	Trailers
	2350	Combat, Assault and Tactical Vehicles, Tracked
28	2840	Gas Turbines and Jet Engines, Aircraft; and Components
	2845	Rocket Engines and Components
36	3690	Specialized Ammunition and Ordnance Machinery and Related Equipment
42	4230	Fire Fighting, Rescue and Safety Equipment: Decontamination and Impregnating Equipment

49 4921 Torpedo Maintenance, Repair and Checkout Specialized Equipment

FEDERAL SUPPLY CLASSIFICATION REQUIRING VALID NSNs

GROUP	FSC	DESCRIPTION
	4923	Depth Charges and Underwater Mines Maintenance, Repair and Checkout Specialized Equipment
	4925	Ammunition Maintenance, Repair and Checkout Specialized Equipment
	4927	Rocket Maintenance, Repair and Checkout Specialized Equipment
	4931	Fire Control Maintenance and Repair Shop Specialized Equipment
	4933	Weapons Maintenance and Repair Shop Specialized Equipment
	4935	Guided Missile Maintenance, Repair and Checkout Specialized Equipment
	4960	Space Vehicle Maintenance, Repair and Checkout Specialized Equipment
58	5810	Communications Security Equipment and Components
	5811	Other Crypto logic Equipment and Components
	5821	Radio and Television Communication Equipment, Airborne
	5825	Radio Navigation Equipment, Except Airborne
	5826	Radio Navigation Equipment, Airborne
	5840	Radar Equipment, Except Airborne

5841 Radar Equipment, Airborne

5845 Underwater Sound Equipment

5850 Visible and Invisible Light Communication Equipment

5855 Night Vision Equipment, Emitted and Reflected Radiation

5860 Stimulated Coherent Radiation Devices, Components and Accessories

5865 Electronic Countermeasures, Counter-Countermeasures and Quick Reaction Capability Equipment

FEDERAL SUPPLY CLASSIFICATION REQUIRING VALID NSNs

GROUP	FSC	DESCRIPTION
59	5985	Antennas, Waveguides and Related Equipment
66	6615	Automatic Pilot Mechanisms and Airborne Gyro Components
69	6920	Armament Training Devices
	6930	Operational Training Devices
	6940	Communication Training Devices
84	8470	Armor, Personal
	8475	Specialized Flight Clothing and Accessories

[IMAGE]

Figure 26-2

[IMAGE]

Figure 26-2 (reverse)

BOATS REQUIRING COMMANDANT ACTION FOR DISPOSAL

1. Standard/Non-Standard Boats. Standard boats are procured by Commandant and have wide application to Coast Guard missions. See the Naval engineering Manual (COMDTINST M9000.6 series) for additional information on standard and non-standard boats.

2. Reports of Survey (CG-5269). Submit CG-5269 and a Report of Excess (SF-120) to Commandant (G-CFM) if the standard boat is excess to the needs of the reporting MLC or Headquarters unit. See Figures 27-1 and 27-2 for a flowchart of the disposal process for standard and non-standard boats. The following boats are standard boats per COMDTINST M9000.6 (series):

Standard Boats

26' MSB	Motor Surfboat, MK V
41' UTB	Utility Boat
44' MLB	Motor Lifeboat
47' MLB	Motor Lifeboat
49' BUSL	Buoy Boat, Stern Loading
55' ANB	Aids to Navigation Boat
IMARV	Independent Maritime Response Vessel

[IMAGE]

Figure 27-1
Standard Boat Flowchart

[IMAGE]

Figure 27-2
Non-Standard Boat Flowchart

(Reverse Blank)

[IMAGE]

REPORT OF SURVEY (CG-5269)

OWNER CODES AND CAPITALIZATION CRITERIA

OWNER CODE	CAPITALIZED	EXPLANATION
1	Yes if $25K+	Coast Guard - Prime. Items with an acquisition cost of $25,000 or more; or an item costing less than $25,000 which is identical (has the same Item Name Code) to another prime item (Owner Code 1). This item is capitalized only if acquisition cost is $25,000 or more.
2	No	Other Government Agency (OGA). This item is NOT capitalized regardless of cost. Coast Guard

Finance Center will establish a separate general ledger account to show the value of this property.

3	No	Leased. This item is NOT capitalized regardless of cost. Coast Guard Finance Center will establish a separate general ledger account to show the value of this property.
4	No	Retroactive. Item with an acquisition cost of less than $25,000 which was not previously reported. Item now being reported (retroactively) because an identical item costing $25,000 or more is being reported. This item is NOT capitalized because item is less than $25,000.
5	No	Optional. Item with an acquisition cost of less than $25,000 which is not identical to a reported prime item (Owner Code 1). This item is NOT capitalized because item is less than $25,000.
6	Yes if $25K+	Adjustment. Item with an acquisition cost of $25,000 or more which was on-hand at the time of the initial capitalization but was not reported. This item is capitalized only if acquisition cost is $25,000 or more. See Owner Code 1 for retention of purchase documentation requirements.

OWNER CODE	CAPITALIZED	EXPLANATION
7	Yes if $25K+	Art Work. Item of historical significance, regardless of acquisition cost. This item is capitalized only if acquisition cost is $25,000 or more. See Owner Code 1 for retention of purchase documentation requirements.

8 Yes if $25K+ Models. Item of historical significance, regardless of acquisition cost.

This item is capitalized only if acquisition cost is $25,000 or more. See Owner Code 1 for retention of purchase documentation requirements.

9 Yes if $25K+ Artifacts. Item of historical significance, regardless of acquisition cost.

This item is capitalized only if acquisition cost is $25,000 or more. See Owner Code 1 for retention of purchase documentation requirements.

A ---------- Reserved

B Yes if $25K+ Audiovisual Equipment. Items with a Federal Supply Group of 58 or 67.

This item is capitalized only if acquisition cost is $25,000 or more. See Owner Code 1 for retention of purchase documentation requirements.

C Yes if $25K+ Foreign Gifts. Items accepted by U.S. Coast Guard personnel with a cost of $200 or more.

This item is capitalized only if acquisition cost is $25,000 or more. See Owner Code 1 for retention of purchase documentation requirements.

DEFENSE REUTILIZATION AND MARKETING OFFICE (DRMO) LOCATIONS

DEFENSE REUTILIZATION AND MARKETING SERVICE OPERATIONS EAST (DRMS-DE)

ALABAMA ANNISTON
MCCLELLAN (II)
HUNTSVILLE (II)
RUCKER (II)

MONTGOMERY (II)

BERMUDA BERMUDA (II)

CONNECTICUT GROTON (II)

CUBA GUANTANAMO (II)

DELAWARE DOVER (II)

FLORIDA JACKSONVILLE
MAYPORT NS (II)
CECIL FIELD NAS (II)
PATRICK
HOMESTEAD (II)
KEY WEST (II)
CAPE CANAVERAL (II)
ORLANDO (II)
TAMPA (II)
PENSACOLA
EGLIN (II)
TYNDALL (II)

GEORGIA WARNER ROBINS
FOREST PARK (II)
GORDON (II)
VALDOSTA (II)
STEWART (II)
KING'S BAY (II)
BENNING
ALBANY (II)

ILLINOIS ROCK ISLAND
GREAT LAKES (II)
SAVANNA (II)

INDIANA CRANE
JEFFERSON PROVING GROUND (II)
INDIANAPOLIS (II)
GRISSOM (II)

KENTUCKY KNOX
BLUE GRASS ARMY DEPOT

CAMPBELL (II)

MAINE BRUNSWICK (II)
LORING (II)

MARYLAND MEADE
PATUXENT RIVER
ABERDEEN (II)

MASSACHUSETTS DEVENS
WESTOVER (II)

MICHIGAN SAWYER (II)
SELFRIDGE (II)

MINNESOTA DULUTH (II)

MISSISSIPPI KEESLER (II)

NEW HAMPSHIRE PORTSMOUTH

NEW JERSEY LAKEHURST
MCGUIRE (II)
PICATINNY (II)

NEW YORK ROME
DRUM (II)
PLATTSBURGH (II)
ROMULUS (II)
WATERVLIET (II)

NORTH CAROLINA CHERRY POINT
BRAGG (II)
GOLDSBORO (II)
LEJEUNE (II)

OHIO COLUMBUS
WRIGHT-PATTERSON (II)

PANAMA PANAMA

PENNSYLVANIA MECHANICSBURG
LETTERKENNY (II)
TOBYHANNA (II)
PHILADELPHIA

PUERTO RICO ROOSEVELT ROADS

SOUTH CAROLINA CHARLESTON
JACKSON (II)
PARRIS ISLAND (II)
SHAW (II)

VIRGINIA NORFOLK
CAMP ALLEN (II)
ST JULIENS CREEK (II)
BELVOIR
DAHLGREN (II)
QUANTICO (II)
RICHMOND
WILLIAMSBURG (II)

WISCONSIN SPARTA

DEFENSE REUTILIZATION AND MARKETING SERVICE
OPERATIONS WEST (DRMS-DW)

ALASKA ANCHORAGE
FAIRBANKS (II)

ARIZONA LUKE
HUACHUCA (II)
YUMA (II)
TUCSON

ARKANSAS LITTLE ROCK (II)
PINE BLUFF (II)
CHAFFEE (II)

CALIFORNIA BARSTOW

MARE ISLAND
CHINA LAKE (II)
TWENTY-NINE PALMS (II)
EDWARDS (II)
EL TORO
LONG BEACH (II)
MARCH (II)
PORT HUENEME
VANDENBURG (II)
SAN DIEGO
NORTH ISLAND (II)
PENDLETON (II)
STOCKTON
TRAVIS (II)
ALAMEDA
ORD
MCCLELLAN
SIERRA (II)

COLORADO COLORADO SPRINGS
DENVER (II)
PUEBLO (II)

IDAHO MOUNTAIN HOME (II)

ILLINOIS SCOTT (II)

KANSAS RILEY
LEAVENWORTH (II)
MCCONNELL (II)

LOUISIANA POLK (II)
BARKSDALE (II)

MISSISSIPPI COLUMBUS (II)

MISSOURI LEONARD WOOD
WHITEMAN (II)
MONTANA
GREAT FALLS (II)

NEBRASKA OFFUTT (II)

NEVADA NELLIS (II)

NEW MEXICO HOLLOMAN
KIRTLAND
CANNON (II)

NORTH DAKOTA GRAND FORKS (II)
MINOT (II)

OKLAHOMA OKLAHOMA CITY
MCALESTER (II)
SILL (II)

SOUTH DAKOTA ELLSWORTH

TENNESSEE MEMPHIS
MILLINGTON (II)

TEXAS SHEPPARD (II)
TEXARKANA
SAN ANTONIO
CORPUS CHRISTI (II)
LAUGHLIN (II)
BLISS (II)
REESE (II)
HOOD
DYESS (II)

UTAH OGDEN (II)
TOOELE (II)

WASHINGTON LEWIS
FAIRCHILD (II)
WHIDBEY ISLAND (II)
PUGET SOUND (II)

WYOMING F.E. WARREN (II)

DEFENSE REUTILIZATION AND MARKETING SERVICE
OPERATIONS WEST -- PACIFIC (DRMS-DW)

GUAM	GUAM
HAWAII	HAWAII
JAPAN	SAGAMI
	MISAWA (II)
	IWAKUNI (II)
	SASEBO (II)
	OKINAWA
	OKINAWA (II)
KOREA	BUPYONG
	PUSAN (II)

THAILAND	THAILAND (II)

DEFENSE REUTILIZATION AND MARKETING REGION
EUROPE (DRMR-E)

AZORES	LAJES (II)
BELGIUM	CHIEVRES (II)
ENGLAND	MOLESWORTH
GERMANY	KASTEL
	GIESSEN (II)
	HANAU (II)
	KAISERSLAUTERN
	BITBURG (II)
	SECKENHEIM
	GERMERSHEIM (II)
	LUDWIGSBURG (II)
	NUERNBERG
	AUGSBURG (II)
	BERLIN (II)

GRAFENWOEHR (II)
SCHWEINFURT (II)

ITALY LIVORNO
SAN VITO (II)
AVIANO (II)
SIGONELLA (II)
VICENZA (II)

NETHERLANDS KEFLAVIK (II)

SPAIN ROTA

TURKEY INCIRLIK

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[IMAGE]

ANNUAL REPORT - UTILIZATION AND DISPOSAL OF EXCESS AND SURPLUS
PERSONAL PROPERTY (DOT F4400.1)

(Reverse Blank)

GSA FEDERAL SUPPLY SERVICE PROPERTY MANAGEMENT
OFFICES AND THEIR GEORGRAPHIC AREAS OF RESPONSIBILITY

NEW ENGLAND REGION
(STATES: CT, ME, MA, NH, RI,VT)

GSA/FSS (2FBP-1)
O'Neil Federal Office Building
10 Causeway Street, 3rd Floor, Room 347
Boston, MA 02222
Tel. No: (617) 565-7324

Fax No: (617) 565-7317

NORTHEAST & CARIBBEAN REGION
(STATES: NJ, NY, PR, VI)

GSA/FSS (2FB)
26 Federal Plaza, Room 20-112
New York, NY 10278
Tel. No: (212) 264-4822
Fax No: (212) 264-9806

NATIONAL CAPITAL REGION
(STATES: DC, & NEARBY MD, VA)

GSA/FSS (3FP-W)
470 L'Enfant Plaza East, SW, Room 8100
Washington, DC 20407
Tel. No: (202) 619-8968
Fax No: (202) 619-8985

MID-ATLANTIC REGION
(STATES: DE, MD, PA,VA, WV)

Area: DE, MD Eastern Shore & Eastern PA
GSA/FSS (3FPU-N)
The Wanamaker Building, Room 860
100 Penn Square East
Philadelphia, PA 19107-3396
Tel. No: (215) 656-3930
Fax No: (215) 656-3946

Area: Northern VA and Southern MD
GSA/FSS (3FPU-S1)
Federal Building
400 North 8th Street
Richmond, VA 23240
Tel. No: (804) 771-2104
Fax No: (804) 771-2104

Area: Southern VA and Central WV
GSA/FSS (3FPU-S2)
1960 Diamond Hill Road
Chesapeake, VA 23324
Tel. No: (757) 441-3141
Fax No: (757) 441-3142

Area: Western PA & Western/Central MD
GSA/FSS (3FPU-N1)
DDRE, Building 1, 2nd Floor, NW
New Cumberland, PA 17070
Tel. No: (717) 770-6861
Fax No: (717) 770-6838

SOUTHEAST SUNBELT REGION
(STATES: AL, FL, GA, KY, MS, NC, SC, TN)

Area : GA
GSA/FSS (4FD-4FM)
401 West Peachtree Street
Atlanta, GA 30365-2550
Tel. No: (404) 331-1300
Fax No: (404) 331-1877

Area: AL, FL Panhandle, and MS
GSA/FSS (4FD-4FM)
Fort Whiting Armory
1630 South Broad Street, Room 227
Mobile, AL 36605
Tel. No: (334) 441-6144
Fax No: (334) 441-6453

Area: NC and SC
GSA/FSS (4FD-4FM)
Building #2-1731B
Ft. Bragg, NC 28307-5000
Tel. No: (910) 396-2397
Fax No: (910) 960-9753

Area: KY and TN
GSA/FSS (4FD-4FM)
401 West Peachtree Street
Atlanta, GA 30365-2550
Tel. No: (404) 331-1111
Fax No: (404) 331-1877

Area: FL, except Panhandle
GSA/FSS (4FD-4FM)
Building M6-880

Kennedy Space Center, FL 32899
Tel. No: (407) 867-2833
Fax No: (407) 867-7409

GREAT LAKES REG: IL, IN, MI, MN, OH, WI

Area: OH
GSA/FSS/AUO
P. O. Box 8130
W. Chester, OH 45069
Tel. No: (513) 755-6594
Fax No: (513) 755-7461

Area: MI (Upper Peninsula), MN, WI
GSA/FSS/AUO
Rte. 3, C 44
Buffalo, MN 55313-4602
Tel. No: (612) 477-5170
Fax No: (612) 477-5188

Area: IN and MI
GSA/FSS/AUO
P.O. Box 649
DeWitt, MI 48820
Tel. No: (517) 669-5771
Fax No: (517) 669-5441

Area: IL
GSA/FSS/Utilization & Donation
DPN 34-6, Room 3430
230 S. Dearborn Street
Chicago, IL 60604-1696
Tel. No: (312) 886-8994
Fax No: (312) 353-0807

HEARTLAND REGION
(STATES: IA, KS, MO, NE)

GSA/FSS (6FBP)
1500 East Bannister Road, Room 1102
Kansas City, MO 64131
Area: KS and NE
Tel. No: (816) 823-3716 / Fax No: (816) 823-3711

Area: IA and MO
Tel. No: (816) 823-3717

Fax No: (816) 823-3711

GREATER SOUTHWEST REGION
(STATES: AR, LA, NM, OK, TX)

Area: OK and TX Panhandle
GSA/FSS
6150 Air Depot Boulevard, Suite 9
Tinker AFB, OK 73145-5000
Tel. No: (405) 231-4628
Fax No: (405) 231-4435

Area: Northern NM, N.Central & Southeastern TX
GSA/FSS (7FMPU-F)
819 Taylor Street, Room 6A12
Fort Worth, TX 76102-6105
Tel. No: (817) 978-2343
Fax No: (817) 978-8738

Area: Southern NM and Southern TX
GSA/FSS (7FMPU-K)
405 Fickle Street, Bldg. 3060, Suite 2
East Kelly AFB, TX 78241
Tel. No: (210) 921-2550
Fax No: (210) 921-2535

Area: AR, LA, Eastern TX
GSA/FSS (7FMPU-R)
Red River Army Depot, Bldg 473 PO Box 597
Hooks, TX 75561
Tel. No: (903) 334-3910
Fax No: (903) 334-4273

ROCKY MOUNTAIN REGION
(STATES CO, MT, ND, SD, UT, WY)

Area: CO, SD, WY
GSA/FSS (7FP-8)

Denver Federal Center, Building 41
P.O. Box 25506
Denver, CO 80225-0506
Tel. No: (303) 236-7704
Fax No: (303) 236-7544

Area: MT, ND, UT
GSA/FSS (7FP-8C)
Clearfield Federal Depot, Building 2
Freeport Center Station
P.O. Box 160037
Clearfield, UT 84016-0037
Tel. No: (801) 825-3107
(801) 774-9879
Fax No: (801) 774-9681

PACIFIC RIM REGION
(STATES: AZ, CA, HI, NV, (CM, AS, GU))

Area: AZ
GSA/FSS/PMD
450 North Grande Avenue
Tucson, AZ 85745-2799
Tel. No: (520) 670-6732
Fax No: (520) 670-6446

Area: Yuma, AZ; El Centro and San Diego, CA
GSA/FSS/PMD
2950 Kurtz Street, Suite B
San Diego, CA 92110
Tel. No: (619) 557-6554
Fax No: (619) 557-6815

Area: Central CA; Los Angeles, CA;
and Southern Nevada
GSA/FSS/PMD
Building 5, Section E
5600 Rickenbacker Road
Bell, CA 90201
Tel. No: (213) 526-7506
Fax No: (213) 526-7502

Area: Northern CA and Northern NV
GSA/FSS (9FBP)
450 Golden Gate Avenue - 4 West
San Francisco, CA 94102-3434

Tel. No: (415) 522-3045
Fax No: (415) 522-3033

Area: Guam, HI, Pacific Trust Territories
GSA/FSS (9FBP-U4)
Hawaii Office, P. O. Box 31344
Honolulu, HI 96820
Tel. No: (808) 448-2067/ Fax No: (808) 449-1325

NORTHWEST/ARCTIC REGION
(STATES: AK, ID, OR, WA)

Area: ID, OR, WA
GSA/FSS/U&D (10FZP-U)
GSA Center
400 15th Street, SW
Auburn, WA 98001-6599
Tel. No: (253) 931-7934
Fax No: (253) 931-7571

Area: AK
GSA/FSS (10FZP-U-A)
Federal Building, Box 51
222 West 7th Ave., Rm. 151
Anchorage, AK 99513
Tel. No: (907) 271-4298
Fax No: (907) 271-4297

NORTHWEST/ARCTIC REG. (AK, ID, OR,
WA

GSA Northwest/Arctic Region (10FZP-U)
400 15th Street, SW
Auburn, WA 98001-6599
Tel. No: 253-931-7311/7590/7934
Fax: 253-931-7571

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PERSONAL PROPERTY DONATION AGREEMENT

(Boats under 65 feet in length and other items of personal property)

1. Pursuant to the authority vested in the Commandant of the U.S. Coast Guard by 14 U.S.C. 641(a), and 41 CFR S 10144.104.5, the following personal property is hereby donated to

_____
_____

hereinafter referred to as the donee.

Description of property:

_____
_____

_____
_____

2. The donee hereby agrees that:

a. It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d, et. seq.) and the requirements imposed in 33 CFR Part 24. The Standard Department of Transportation Title VI assurances are hereby made a part of this agreement (49 CFR 21.7).

b. The property may not be used for any commercial purpose, and may be used only for the purposes authorized by the donee's charter.

c. The donee may not sell, barter, lease, bail, lend, transfer, or encumber the property, nor may the donee deliver the property into the trust or possession of another, or assign any interest in the property.

d. The property may not be utilized in any manner that adversely affects the confidence of the public in the United States Government, nor may the property be used in a way that prejudices the activities of the Department of Transportation or the mission of the U.S. Coast Guard.

e. The collection of any claim, or the receipt of insurance proceeds for the conversion, loss, or destruction of the property will accrue for the benefit and account of the United States. The collection of any claim, or the receipt of insurance proceeds for damage to the property may be used by the donee to effect repairs to the property, in lieu of being turned over to the United States.

f. If the property is no longer required by the donee, the donee will promptly request, in writing, that the Commandant of the U.S. Coast Guard direct disposition of the property. The donee hereby agrees to take the action specified by the U.S. Coast Guard.

g. The U.S. Coast Guard accepts no responsibility for the material condition of the property.

h. The donee, and not the United States, is liable for any injury to person(s) or property that results from use of the property.

i. The interest acquired by the donee under this agreement will be vested in the donee only upon execution of this document, the Standard Title VI Assurances Document, and delivery of the property to the donee.

j. Immediately upon failure of the donee to comply with any of the terms and conditions of this agreement, all right, title, and interest in this property will revert to the United States. The donee hereby agrees to peaceably surrender possession of the property at a time and place to be mutually agreed upon between the donee and the United States. As an alternative remedy, to be elected solely at the option of the United States, any violation of the provisions of this agreement will make the donee liable to the United States in the amount of $_____, or the fair market value of the property, whichever is greater at the time the U.S. Coast Guard learns of the violation.

k. The Commandant of the U.S. Coast Guard may terminate the donee's right, title, and interest in the property, at any time, by giving notice, in writing, to the donee, of the date that absolute title to the property reverts to the United States.

l. It will make reports to the Commandant, U.S. Coast Guard, on the use, condition, location, and other matters concerning the property, as may be required from time to time.

IN WITNESS WHEREOF, the Commandant of the U.S. Coast Guard and the donee have duly executed this instrument this _____ day of _____, 19_____.

UNITED STATES OF AMERICA
acting by and through the
Secretary of Transportation
and Commandant, U.S.
Coast Guard

By _____
Title _____
_____

DONEE:
By_____
Title _____
Institution or Organization

_____
_____
_____

CIVIL RIGHTS ACT OF 1964 - TITLE VI

1. Non-discrimination Policy. Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall be subjected to discrimination under any program or activity receiving federal financial assistance. Pursuant to Title 33, Code of Federal Regulations, Part 24, all nonfederal licensees and leasees shall be made aware of their responsibilities and obligations under the Civil Rights Act and comply with the nondiscrimination provisions contained therein.

   a. Definitions. For the purpose of implementing the requirements of the Civil Rights Act, the following definitions are applicable:

      (1) Full Monetary Considerations. The full fair market rental consideration established for the property by the high bidder, or by negotiation less the estimated cost to the recipient to assume the maintenance and protection obligations for the property. In cases where the license/lease is granted on a no cost or nominal cost basis, it shall be considered that the government is receiving less than full monetary consideration.

      (2) Federal Financial Assistance. Includes the permission to use

(on other than a casual or transient basis) Federal real property or any interest in such property without monetary consideration, or at a nominal monetary consideration, or at a monetary consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by authorizing such use.

b. Periodic Compliance Reviews. Integrated Support Commands (ISCs), maintenance and logistics commanders, and commanding officers of Headquarters units shall from time to time review the practices of licensees and lessees to determine whether they are complying with the requirements of the nondiscrimination clause. This review shall include, whenever possible, on-site inspection of the utilized property.

c. Revocation for Noncompliance. If a compliance review, report, complaint, or any other information indicates a possible failure to comply with the nondiscrimination provision, the ISC commanding officer, maintenance and logistics commander, or commanding officer of a Headquarters unit shall determine the circumstances surrounding the matter. If noncompliance is indicated the licensee or lessee shall be so informed and the matter resolved by informal means whenever possible. If not resolved within a reasonable period of time, advise Commandant (G-CFM) or Commandant (G-CP),as appropriate,

of the circumstances surrounding the case. Also, provide a firm recommendation relative to revocation or nonrevocation of the use privileges.

2. Non-discrimination Clause. The following clause shall be included as part of the terms and conditions of all licenses and leases which involve Federal financial assistance, as defined in 49 CFR 21.23(c), i.e., when the recipient obtains the license/lease for less than full monetary consideration. The Standard Department of Transportation Title VI Assurances must be executed by the recipient, attached to and made part of the license/lease, and forwarded to Commandant (G-CFM) or Commandant (G-CP) as appropriate.

"The license/lessee, for himself, his personal representatives,

successors in interest, and assigned, as a part of the consideration hereof, and as a term and condition of this license/lease, does hereby covenant and agree that (1) no person on the grounds of race, color, or national origin shall be excluded from participation in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and the furnishing of services thereon, no person on the ground of race, color, or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the licensee shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended."

"The licensee/lessee has executed the Standard Department of Transportation Title VI Assurance, an executed copy of which is attached hereto and made part hereof. The licensee/lessee accepts the provisions of the Assurances as part of the terms, conditions and covenants of this license/lease."

"In the event of breach of any of the terms, conditions or covenants of the Standard Department of Transportation Title VI Assurances, the United States shall have the right to terminate the license/lease and re-enter and repossess said land and the facilities thereon, and hold the same as if said license/lease had never been made or issued."

3. Should a license/lease applicant object to executing the Assurances, alleging that full monetary consideration is in fact being asked, the applicant may provide evidence that the monetary consideration asked represents the full fair market value of the interest in the property. ISC commanders, maintenance and logistics commanders, and commanding officers of Headquarters units shall review the evidence and issue a determination in this matter. All decisions must be fully documented and made a part of the personal property file.

The_____
____HEREBY
(Recipient)
AGREES THAT as a condition to receiving any Federal financial assistance from the Department of Transportation it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d42, U.S.C. 2000d4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives federal financial assistance from the Department of Transportation, including the United States Coast Guard, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7(a)(1) of the Regulations.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances with respect to its_____
_____
(Name of Program)

1. That the Recipient agrees that each "program" and each "facility" as defined in subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.

2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with all
_____
_____
(Name of Program)
and, in adapted form in all proposals for negotiated agreements: The (Recipient), in accordance with the Act, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into

pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discrimination against on the grounds of race, color, or national origin in consideration for an award.

3. That the Recipient shall insert the clauses of Appendix A of this assurance in every contract subject to the Act and the Regulations.

4. That the Recipient shall insert the clauses of Appendix B of this assurance, as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.

5. That where the Recipient receives federal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.

6. That where the Recipient receives federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the assurance shall extend to rights to space on, over or under such property.

7. That the Recipient shall include the appropriate clauses set forth in Appendix C of this assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under

_____

(Name of Program)

and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under

_____.

(Name of Program)

8. That this assurance obligates the Recipient for the period during which federal financial assistance is extended to the program, except where the federal financial assistance is to provide, or is in the form of, personal property, or real property or interest therein or structures or

improvements thereon, in which case the assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.

9. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he delegates specific authority to give reasonable guarantee that it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest, and other participants of federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts or other federal financial assistance extended after the date hereof to the Recipient by the Department of Transportation under the

_____

(Name of Program)

and is binding on it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest and other participants in the

_____

(Name of Program)

The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Recipient.

DATED_____

_____

(Signature and Title)

_____
(Organization)

Attachment: Appendix A
Appendix B
Appendix C

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

(1) Compliance with Regulations: The contractor shall comply with the Regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

(2) Nondiscrimination: The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

(3) Solicitations for Subcontractors, Including Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

(4) Information and Reports: The contractor shall provide all information and reports required by the Regulations or directives issued

pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the United States Coast Guard to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the Recipient, or the United States Coast Guard, as appropriate, and shall set forth what efforts it has made to obtain the information.

(5) Sanctions for Noncompliance: In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Recipient shall impose such contract sanctions as it or the United States Coast Guard may determine to be appropriate, including, but not limited to:

(a) Withholding of payments to the contractor under the contract until the contractor complies; and/or

(b) Cancellation, termination or suspension of the contract, in whole or in part.

(6) Incorporation of Provisions: The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Recipient or the United States Coast Guard may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the Recipient to enter into such litigation to protect the interests of the Recipient, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

APPENDIX B

The following clauses shall be included in any and all deeds effecting or recording the transfer of real property, structures or improvements thereon, or interest therein from the United States.

GRANTING CLAUSE

NOW, THEREFORE, the Department of Transportation, as authorized by law, and upon the condition that the _____ will accept title
(Name of Recipient)
to the lands and maintain the project constructed thereon, in accordance with _____the Regulations for the
(Name of Appropriate Legislative Authority)
Administration of _____ and the
(Name of Program)
policies and procedures prescribed by the United States Coast Guard of the Department of Transportation and, also in accordance with and in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the _____ all rights,
(Name of Recipient)
title, and interest of the Department of Transportation in and to said lands described in Exhibit "A" attached hereto and made a part hereof.

HABENDUM CLAUSE

TO HAVE AND TO HOLD said lands and interest therein unto
_____
(Name of Recipient)
and its successors forever, subject however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and shall be binding on the
_____,
(Name of Recipient)

its successors and assigns.

The _____,
(Name of Recipient)
in consideration of the conveyance of said lands and interest in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over or under such lands hereby conveyed (,) (and)* (2) that the _____
(Name of Recipient)
shall use the lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49,k Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended, and (3) that in the event of breach of any of the above mentioned nondiscrimination conditions, the Department shall have a right to re-enter said lands and facilities on said land, and the above described land an facilities shall thereon revert to and vest in and become the absolute property of the Department of Transportation and its assigns as such interest existed prior to this instruction.*

* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

APPENDIX C

The following clauses shall be included in any and all deeds, licenses, leases, permits, or similar instruments entered into by the _____ pursuant to the provisions of
(Name of Recipient)
Assurance 7(a).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add "as a covenant running with the land") that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (deed, license, lease, permit, etc.) for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) shall maintain and operate such facilities and serviced in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended (include in licenses, leases, permits, etc.). *

That in the event of breach of any of the above non-discrimination covenants,
_____
(Name of Recipient)
shall have the right to terminate the (license, lease, permit, etc.) and to re-enter and repossess said land and the facilities thereon, and hold the same as if said (licenses, lease, permit, etc.) had never been made or issued. That in the event of breach of any of the above non-discrimination covenants,
_____
(Name of Recipient)
shall have the right to re-enter said lands and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of
_____
(Name of Recipient)
and its assigns.

(Include in deeds) *

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into
by_____
(Name of Recipient)
pursuant to the provisions of Assurance 6(b).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds, and leases add "as a covenant running with the land") that (1) no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and the furnishing of services thereon, no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49 code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964), and as said Regulations may be amended.

That in the event of breach of any of the above nondiscrimination covenants,
_____
_____
(Name of Recipient)
shall have the right to terminate the (license, lease, permit, etc.) and to re-enter and repossess said land and facilities thereon, and hold the same as if said (license, lease, permit, etc.) had never been made or issued.

(Include in deeds) *

That in the event of breach of any of the above nondiscrimination covenants,
_____
(Name of Recipient)
shall have the right to re-enter said land and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in

and become the absolute property of

_____
(Name of Recipient)

and its assigns.

* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

APPENDIX C

The following clauses shall be included in any and all deeds, licenses, leases, permits, or similar instruments entered into by the

_____
(Name of Recipient)

pursuant to the provisions of Assurance 7(a).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add "as a covenant running with the land") that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (deed, license, lease, permit, etc.) for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) shall maintain and operate such facilities and serviced in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended (include in licenses, leases, permits, etc.). *

That in the event of breach of any of the above non-discrimination covenants,

_____
(Name of Recipient)

shall have the right to terminate the (license, lease, permit, etc.) and to

re-enter and repossess said land and the facilities thereon, and hold the same as if said (licenses, lease, permit, etc.) had never been made or issued.

That in the event of breach of any of the above non-discrimination covenants,

_____
(Name of Recipient)
shall have the right to re-enter said lands and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of

_____
(Name of Recipient)
and its assigns.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into
by_____
(Name of Recipient)
pursuant to the provisions of Assurance 6(b).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds, and leases add "as a covenant running with the land") that (1) no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and the furnishing of services thereon, no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49 code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964), and as said Regulations may be amended.

That in the event of breach of any of the above nondiscrimination

covenants,

_____
(Name of Recipient)
shall have the right to terminate the (license, lease, permit, etc.) and to re-enter and repossess said land and facilities thereon, and hold the same as if said (license, lease, permit, etc.) had never been made or issued.

That in the event of breach of any of the above nondiscrimination covenants,

_____
(Name of Recipient)
shall have the right to re-enter said land and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of

_____
(Name of Recipient)
and its assigns.

* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

VESSEL DONATION AGREEMENT
(for vessels 65 feet and over - Headquarters use only)

1. Pursuant to the authority vested in the Commandant of the U. S. Coast Guard by l4 U.S.C. 64l(a) and 4l CFR l0l44.l045, the vessel,

_____
(Name of Vessel)
is hereby donated

to:

_____

hereinafter referred to as the above.

2. The donee hereby agrees that:

a. It will comply with Title VI of the Civil Rights Act of l964 (42 U.S.C. 2000d, et. seg.) and the requirements imposed by 33 CFR Part 24. The standard Department of Transportation Title VI assurances are made a part of this agreement and are appended hereto in accordance with 49 CFR 2l.7.

b. The vessel may not be used for any commercial purpose and may only be used for the purposes authorized by the donee's charter.

c. The donee may not sell, barter, lease, bail, lend, transfer, or encumber the vessel, nor may the donee deliver the vessel into the trust or possession of another, or assign any interest in the vessel.

d. The vessel may not be utilized in any manner that adversely affects the confidence of the public in the United States Government, nor may the vessel be used in a way that prejudices the activities of the Department of Transportation or the mission of the U.S. Coast Guard.

e. The collection of any claim or the receipt of insurance proceeds for the conversion, loss or destruction of the vessel will accrue for the benefit and account of the United States. The collection of any claim or the receipt of insurance proceeds for damage to the vessel may be used by the donee to effect repairs to the vessel in lieu of being turned over to the United States.

f. If the vessel is no longer required by the donee, the donee will promptly request in writing that the Commandant of the U.S. Coast Guard direct disposition of the vessel. The donee hereby agrees to take the action specified by the U.S. Coast Guard.

g. The U.S. Coast Guard accepts no responsibility for the vessel's material condition and seaworthiness.

h. The donee, and not the United States, is liable for any injury to persons or property that results from the use of the vessel.

i. The donee will obtain appropriate documentation, including a valid certificate of inspection, as required by law and regulation.

j. The Commandant of the U.S. Coast Guard may terminate the donee's right, title and interest in the vessel, at any time, by giving notice in writing to the donee of the date that absolute title to the vessel reverts to the United States.

k. The donee will make reports to the Commandant, U.S. Coast Guard on the use, condition, location and other matters concerning the vessel, as may be required from time to time.

3. The interest acquired by the donee under this agreement will vest in the donee only upon execution of this document, the Standard Title VI Assurances Document and delivery of vessel to the donee.

4. Immediately upon failure of the donee to comply with any of the terms and conditions of this agreement, all right, title and interest in this vessel will revert to the United States. The donee hereby agrees to peaceably surrender possession of the vessel at a time and place to be mutually agreed upon between the donee and the United States.

IN WITNESS WHEREOF, the Commandant of the U.S. Coast Guard and the donee have duly executed this instrument this _____ day of _____, 19_____

UNITED STATES OF AMERICA
acting by and through the
Secretary of Transportation
and Commandant, U.S.
Coast Guard
By _____
_____

Title _____
_____
_____
_____

DONEE:
By _____
Title_____

Institution or Organization

CIVIL RIGHTS ACT OF 1964 - TITLE VI

1. Non-discrimination Policy. Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall be subjected to discrimination under any program or activity receiving federal financial assistance. Pursuant to Title 33, Code of Federal Regulations, Part 24, all nonfederal licensees and leasees shall be made aware of their responsibilities and obligations under the Civil Rights Act and comply with the nondiscrimination provisions contained therein.

   a. Definitions. For the purpose of implementing the requirements of the Civil Rights Act, the following definitions are applicable:

      (1) Full Monetary Considerations. The full fair market rental consideration established for the property by the high bidder, or by negotiation less the estimated cost to the recipient to assume the maintenance and protection obligations for the property. In cases where the license/lease is granted on a no cost or nominal cost basis, it shall be considered that the government is receiving less than full monetary consideration.

      (2) Federal Financial Assistance. Includes the permission to use (on other than a casual or transient basis) Federal real property or any interest in such property without monetary consideration, or at a nominal monetary consideration, or at a monetary consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by authorizing such use.

   b. Periodic Compliance Reviews. Integrated Support Commands (ISCs), maintenance and logistics commanders, and commanding officers of Headquarters units shall from time to time review the practices of licensees and lessees to determine whether they are complying with the requirements of the nondiscrimination clause. This review shall include, whenever possible, on-site inspection of the utilized property.

   c. Revocation for Noncompliance. If a compliance review, report, complaint, or any other information indicates a possible failure to comply with the nondiscrimination provision, the ISC commanding officer, maintenance and logistics commander, or commanding officer of a Headquarters unit shall determine the circumstances

surrounding the matter. If noncompliance is indicated the licensee or lessee shall be so informed and the matter resolved by informal means whenever possible. If not resolved within a reasonable period of time, advise Commandant (G-CFM) or Commandant (G-CP),as appropriate,

of the circumstances surrounding the case. Also, provide a firm recommendation relative to revocation or nonrevocation of the use privileges.

2. Non-discrimination Clause. The following clause shall be included as part of the terms and conditions of all licenses and leases which involve Federal financial assistance, as defined in 49 CFR 21.23(c), i.e., when the recipient obtains the license/lease for less than full monetary consideration. The Standard Department of Transportation Title VI Assurances must be executed by the recipient, attached to and made part of the license/lease, and forwarded to Commandant (G-CFM) or Commandant (G-CP) as appropriate.

"The license/lessee, for himself, his personal representatives, successors in interest, and assigned, as a part of the consideration hereof, and as a term and condition of this license/lease, does hereby covenant and agree that (1) no person on the grounds of race, color, or national origin shall be excluded from participation in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and the furnishing of services thereon, no person on the ground of race, color, or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the licensee shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended."

"The licensee/lessee has executed the Standard Department of Transportation Title VI Assurance, an executed copy of which is attached hereto and made part hereof. The licensee/lessee accepts the provisions of the Assurances as part of the terms, conditions and

covenants of this license/lease."

"In the event of breach of any of the terms, conditions or covenants of the Standard Department of Transportation Title VI Assurances, the United States shall have the right to terminate the license/lease and re-enter and repossess said land and the facilities thereon, and hold the same as if said license/lease had never been made or issued."

3. Should a license/lease applicant object to executing the Assurances, alleging that full monetary consideration is in fact being asked, the applicant may provide evidence that the monetary consideration asked represents the full fair market value of the interest in the property. ISC commanders, maintenance and logistics commanders, and commanding officers of Headquarters units shall review the evidence and issue a determination in this matter. All decisions must be fully documented and made a part of the personal property file.

STANDARD DOT TITLE VI ASSURANCES

The_____HE
REBY
(Recipient)
AGREES THAT as a condition to receiving any Federal financial assistance from the Department of Transportation it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d42, U.S.C. 2000d4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives federal financial assistance from the Department of Transportation, including the United States Coast Guard, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7(a)(1) of the Regulations.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances with respect to its_____

(Name of Program)

1. That the Recipient agrees that each "program" and each "facility" as defined in subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.

2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with all

_____

(Name of Program)

and, in adapted form in all proposals for negotiated agreements: The (Recipient), in accordance with the Act, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discrimination against on the grounds of race, color, or national origin in consideration for an award.

3. That the Recipient shall insert the clauses of Appendix A of this assurance in every contract subject to the Act and the Regulations.

4. That the Recipient shall insert the clauses of Appendix B of this assurance, as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.

5. That where the Recipient receives federal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.

6. That where the Recipient receives federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the assurance shall extend to rights to space on, over or under such property.

7. That the Recipient shall include the appropriate clauses set forth in Appendix C of this assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under

_____
(Name of Program)

and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under_____.
(Name of Program)

8. That this assurance obligates the Recipient for the period during which federal financial assistance is extended to the program, except where the federal financial assistance is to provide, or is in the form of, personal property, or real property or interest therein or structures or improvements thereon, in which case the assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.

9. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he delegates specific authority to give reasonable guarantee that it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest, and other participants of federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the

Regulations, and this assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts or other federal financial assistance extended after the date hereof to the Recipient by the Department of Transportation under the

_____

(Name of Program)

and is binding on it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest and other participants in the

_____

(Name of Program)

The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Recipient.

DATED_____

_____

(Signature and Title)

_____

(Organization)

Attachment: Appendix A
Appendix B
Appendix C

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

(1) Compliance with Regulations: The contractor shall comply with the Regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended

from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

(2) Nondiscrimination: The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

(3) Solicitations for Subcontractors, Including Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

(4) Information and Reports: The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the United States Coast Guard to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the Recipient, or the United States Coast Guard, as appropriate, and shall set forth what efforts it has made to obtain the information.

(5) Sanctions for Noncompliance: In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Recipient shall impose such contract sanctions as it or the United States Coast Guard may determine to be appropriate, including, but not limited to:

(a) Withholding of payments to the contractor under the contract until the contractor complies; and/or

(b) Cancellation, termination or suspension of the contract, in whole or in part.

(6) Incorporation of Provisions: The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Recipient or the United States Coast Guard may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the Recipient to enter into such litigation to protect the interests of the Recipient, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

APPENDIX B

The following clauses shall be included in any and all deeds effecting or recording the transfer of real property, structures or improvements thereon, or interest therein from the United States.

GRANTING CLAUSE

NOW, THEREFORE, the Department of Transportation, as authorized by law, and upon the condition that the _____ will accept title
(Name of Recipient)
to the lands and maintain the project constructed thereon, in accordance with
_____
(Name of Appropriate Legislative Authority)
the Regulations for the Administration of
_____
(Name of Program)
and the policies and procedures prescribed by the United States Coast Guard of the Department of Transportation and, also in accordance with and in compliance with all requirements imposed by or pursuant to Title 49, Code

of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the

_____
(Name of Recipient)

all rights, title, and interest of the Department of Transportation in and to said lands described in Exhibit "A" attached hereto and made a part hereof.

HABENDUM CLAUSE

TO HAVE AND TO HOLD said lands and interest therein unto

_____
(Name of Recipient)

and its successors forever, subject however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and shall be binding on the_____,
(Name of Recipient)

its successors and assigns.

The

_____,
(Name of Recipient)

in consideration of the conveyance of said lands and interest in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over or under such lands hereby conveyed (,) (and)* (2) that the

_____ (Name of Recipient)
shall use the lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49,k Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended, and (3) that in the event of breach of any of the above mentioned nondiscrimination conditions, the Department shall have a right to re-enter said lands and facilities on said land, and the above described land an facilities shall thereon revert to and vest in and become the absolute property of the Department of Transportation and its assigns as such interest existed prior to this instruction.*

* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

APPENDIX C

The following clauses shall be included in any and all deeds, licenses, leases, permits, or similar instruments entered into by the

_____ (Name of Recipient)
pursuant to the provisions of Assurance 7(a).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add "as a covenant running with the land") that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (deed, license, lease, permit, etc.) for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) shall maintain and operate such facilities and serviced in compliance with all other requirements imposed pursuant to Title 49, Code

of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended (include in licenses, leases, permits, etc.). *

That in the event of breach of any of the above non-discrimination covenants,

_____
(Name of Recipient)
shall have the right to terminate the (license, lease, permit, etc.) and to re-enter and repossess said land and the facilities thereon, and hold the same as if said (licenses, lease, permit, etc.) had never been made or issued.

(Include in deeds) *

That in the event of breach of any of the above non-discrimination covenants,

_____
(Name of Recipient)
shall have the right to re-enter said lands and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of

_____
(Name of Recipient)
and its assigns.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into
by_____
(Name of Recipient)
pursuant to the provisions of Assurance 6(b).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds, and leases add "as a covenant running with the land") that (1) no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise

subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and the furnishing of services thereon, no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49 code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964), and as said Regulations may be amended.

That in the event of breach of any of the above nondiscrimination covenants,

_____

(Name of Recipient)

shall have the right to terminate the (license, lease, permit, etc.) and to re-enter and repossess said land and facilities thereon, and hold the same as if said (license, lease, permit, etc.) had never been made or issued.

(Include in deeds) *

That in the event of breach of any of the above nondiscrimination covenants,

_____

(Name of Recipient)

shall have the right to re-enter said land and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of

_____

(Name of Recipient)

and its assigns.

* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

MEMORANDUM OF UNDERSTANDING

BETWEEN THE
DEFENSE PROPERTY DISPOSAL SERVICE
AND THE
UNITED STATES COAST GUARD

This Memorandum of Understanding, made this 1 st day of July 1981, by and between two agencies of the United States Government, the Defense Property disposal Service (DPDS), Battle Creek, Michigan and the United States Coast Guard (USCG), Washington, DC, to provide disposal support as set forth herein.

Authority to execute and accept this agreement on behalf of DPDS is vested in the comptroller, DPDS (or his designated representative) pursuant to the authority contained in DoD 400019-M, Defense Retail Interservice Support (DRIS) Manual, 1 September 1978; DLAR 5030.3, Logistic and Administrative Support and Real Estate Agreements, 6 February 1981; and Assistant Secretary of Defense (ASD) (Manpower, Reserve Affairs, and Logistics) (MRA&L) Memorandum, 23 December 1980, subject: DoD Hazardous Material Disposal Policy.

Authority to execute and accept this agreement on behalf of USCG is vested in the Commandant pursuant to authority contained in 49CFR 1.45(a) (6); and redelegated to the Comptroller pursuant to authority contained in DoD 4000.19-M, Defense Retail Interservice Support (DRIS) Manual, 1 September 1978; 49CFR 1.45(a)(6); and U.S. Coast Guard Headquarters Instruction 4000.3A, 8 June 1981.

A. PURPOSE. The purpose of this agreement is to establish policies, principles, and procedures under which DPDS provides disposal support, to include precious metals recovery and handling of hazardous material and hazardous waste, to the USCG.

B. IMPLEMENTATION. Support will be provided the USCG on a net identifiable additional cost basis. The level of support, amount of reimbursement, if any, and the method of reimbursement shall be further defined in specific Interservice Support Agreement (ISAs) (DD Form 1144) between the Defense Property Disposal Region (DPDR) providing the support and the USCG activity requiring the support. All such agreements will be executed within the guidelines of the cited references and this Memorandum of Understanding (MOU).

C. GENERAL PROVISIONS. DPDS agrees to the following:

1. Provide the USCG with the full range of disposal services provided to the military services as outlined in DoD 4160.21-M, Defense Disposal Manual. Screening and requisition criteria for USCG will remain as stated in DoD 4160.21-M.

2. Provide the USCG with the same level of support provided the military services, for the disposal of hazardous and toxic materials and wastes, within the guidelines established by Department of Defense (DoD) via the media of Defense Environmental Quality Program Policy Memoranda or other DoD policy directives.

3. Additional disposal functions, within the capability of the Defense Property Disposal Service, mutually agreed to by the DPDRs and USCG activity Commandant, will be provided to the USCG.

4. The DPDS/DPDR shall be reimbursed, on a net identifiable additional cost basis, for services provided the USCG. In this regard, HQ DPDS, or the respective DPDR, will bill the appropriate USCG Disbursing Agent, on a monthly basis, using Standard Form 1080, with support documents attached. Reimbursement for amounts of less than $100 per quarter will be waived by DPDS. Net identifiable additional cost is those services which are uniquely provided to the USCG or whereby, clearly identifiable additional resources are required to support a USCG unit.

5. The USCG property will be handled in the same manner as DoD excess property.

6. DPDS will not be responsible for those USCG actions involving spill clean-up, which are mandated by separate statutes or regulations.

7. Upon receipt of this completed MOU, each DPDR will negotiate implementing ISA with the USCG District and Headquarters (see enclosure #1) in their respective geographic areas.

D. GENERAL PROVISIONS. The USCG agrees to the following:

1. Comply with published rules, regulations and procedures of the DPDS/DPDR/Defense Property Disposal Office (DPDO) which govern disposal operations.

2. Reimburse DPDS promptly based on approved SF 1080 submission.

3. Provide advance information on known workload factors to the appropriate DPDR/DPDO.

4. USCG retains the option to turn into General Services Administration (GSA) that property for which exchange/sale is desired or is more conveniently feasible. However, primary disposal actions will be provided by DPDS.

E. REIMBURSEMENT. Monthly SF 1080 billings, supported with appropriate documentation, will be submitted through the USCG receiving activity to the USCG designated disbursing agent for payment.

F. MOBILIZATION. In recognition of the special status of the USCG as a DoD entity in wartime, this MOU will be suspended during periods of USCG attachment to the United States Navy (USN).

G. EFFECTIVE AND TERMINATION DATES.

1. This MOU is effective as of 1 July 1981 and shall be reviewed on a biennial basis for currency at least 120 days prior to the anniversary of the effective date.

2. This MOU shall remain in effect until amended or terminated by mutual written agreement. This MOU may not be terminated or amended without providing the other party 180 days written notice.

DEFENSE PROPERTY DISPOSAL SERVICE	UNITED STATES COAST GUARD
ROBERT A. YOUNG Comptroller	W.P. KOZZOVSKY, RADM, USCG Comptroller
_____ Date: 16 July 1981	_____ Date: 2 SEP 1981

(Reverse Blank)

SILVER SERVICE ITEMS

1. General. Silver Service consists of sterling silver or silverplate trays, tureens, coffee or tea pots, creamers, sugar shells, gravy boats, ladles, knives, forks, spoons and other serving pieces. These items are easily lost or damaged during unit decommissioning. Because of their value, stringent control is necessary to assure full accountability and availability for subsequent requirements.

2. Inventory Manager . Coast Guard Engineering Logistics Center Baltimore is the designated inventory manager for silver service and is responsible for refurbishment or repair, procurement, inventory management, storage, and issue of this materiel.

3. Disposal Procedures.

   a. Incorporate disposition instructions for silver service items in the Operating Facility Change Orders (OFCO) for all units being inactivated or decommissioned.

   b. Inventory silver service on decommissioned or inactive units. Wrap and package to prevent damage and ship to Coast Guard Engineering Logistics Center Baltimore, marked for "Project 54A."

   c. Document transfer of silver service to Coast Guard Engineering Logistics Center Baltimore on a Requisition and Invoice/Shipping Document (DD Form 1149).

4. Reutilization. Maintenance and logistics commands, integrated support centers (ISCs), and commanding officers of Headquarters units desiring use of silver service items onboard decommissioned or inactivated units must submit their request to Coast Guard Engineering Logistics Center Baltimore for approval prior to removal.

(Reverse Blank)

[IMAGE]

REPORT OF PERSONAL PROPERTY FOR SALE (SF-126)

PRECIOUS METALS SUPPORT AGREEMENT (DRMS/DOT)

DEFENSE LOGISTICS AGENCY
DEFENSE REUTILIZATION AND MARKETING SERVICE
74 WASHINGTON AV N
BATTLE CREEK MI 49017-3092

JUN 04 1996

IN REPLY
REFER TO: DRMS-O

MEMORANDUM FOR JOSEPH W. BLEICHER
ADMINISTRATIVE MANAGEMENT
DEPARTMENT OF TRANSPORTATION
400 7TH STREET, SW, ROOM 2318
WASHINGTON, DC 20590

SUBJECT: Interservice Support Agreement (ISA) for Precious Metals Recovery Support

Attached for your records, is a copy of the completed ISA for DRMS to provide precious metals recover support to the Department of Transportation. We appreciate all your cooperation in getting this agreement completed.

If you have any questions about the precious metals recovery, please contact Don Zimmerman in our Metals and Demilitarization Branch (DRMS-SOM) at (616) 961-7078. Questions about the agreement itself can be directed to Denny Bittner in our Program Budget Branch (DRMS-OFB) at (616) 961-7221.

/s/ DAVID R. FISHER
Vice President
Resources

Attachment

cc:
DRMS-SOM

[IMAGE]

FORM DD 1144

[IMAGE]

FORM DD 1144 (reverse)

ANNEX I

1. This Interservice Support Agreement (ISA) is made by and between two agencies of the United States Government, The Defense Reutilization and Marketing Service (DRMS), Battle Creek, MI. and the Department of Transportation (DoT), Washington, D.C., to provide for support service for the cooperative services set forth herein.

2. Authority to execute and accept this agreement on behalf of DRMS is vested in the Commander (or a designated representative, Director, DRMS-O), pursuant to authority contained in the DoDI 4000.19, Interservice and Intragovernmental Support, and the DoD 4160.21-M, Defense Disposal Manual, and the Federal Property Management Regulation (FPMR), which authorize civilian agencies, including DoT, to utilize the Department of Defense Precious Metals Recovery Program conducted by DRMS for the Defense Logistics Agency (DLA).

3. Authority to execute and accept this agreement on behalf of the DoT is vested in the Secretary, DoT (or a designated representative), pursuant to authority contained in the Federal Property Management Regulation (FPMR), which authorizes civilian agencies, including DoT, to utilize the Department of Defense Precious Metals Recovery Program conducted by DRMS for DLA.

4. Purpose: The purpose of this agreement is to establish policies,

principles and procedures under which DRMS will provide support to DoT to effect the recovery of precious metals from hypo solutions and receive the turn-ins of scrap film, electronic equipment and other precious metals bearing materials.

5. Implementation: Support will be provided by DRMS on a non-reimbursable basis. Recovered precious metals (gold, silver and platinum family metals). will become the property of the Defense Industrial Supply Center (DISC) of the Defense Logistics Agency (DLA), which is the Item Manager. DoT will be entitled to requisition refined precious metals from DLA for use as government-furnished material (GFM) to reduce new procurement costs.

6. Provisions/Responsibilities:

a. DRMS will:

(1.) Provide technical advise to DoT activities/personnel.

(2.) Provide funding authority and shipping instructions, on an as needed basis, for turn-ins of precious metals bearing materials/scrap from DoT to the DRMOs.

b. DRMS-DEO/DWO will:

(1.) Determine the need and arrange for the silver recovery surveys to establish the type and quantity of silver recovery equipment for the removal of silver from photographic fixer solutions required by DoT activities.

(2.) Provide and assist in the installation of silver recovery equipment, as required, at the DoT locations.

(3.) Provide guidance on the operation, performance and maintenance of silver recovery equipment.

(4.) Maintain accountability of all serialized silver recovery equipment furnished by DRMS, by means of a hand receipt, to the using DoT activity.

c. DRMOs will:

(1.) Provide technical assistance on turn-in procedures to DoT activities.

(2.) Accept excess/surplus precious metals bearing materials/scrap from DoT activities.

(3.) Provide DoT activities with receipt(s) (DD Form 1348-1/1a) from the turn-in of precious metals bearing materials/scrap.

d. DoT will:

(1.) Comply with the Federal Property Management Regulation (FPMR) and the procedures set forth in the DoD 4160.21-m, Defense Material Disposition Manual.

(2.) Provide DRMS current status of major changes to locations, personnel, silver recovery equipment and shipping/turn-ins, on an "as required" basis.

(3.) Identify to DRMS, on an as needed basis, all DoT activities who generate precious metals under their control, to include those specifically for photographic processing.

(4.) Install, operate and maintain DRMS provided silver recovery equipment.

(5.) Ensure maximum participation by all DoT activities.

(6.) Maintain data, prepare and provide reports, as required, in accordance with governing regulations, directives and manuals.

7. Period of Agreement:

a. This agreement between DRMS, for DLA, and DoT will remain in force indefinitely.

b. This agreement will be reviewed every 5 years and, if necessary, amended as agreed upon by DRMS and DoT.

ANNEX II

Specific Provisions

Category of Support	Supplier will:	Receiver will:
STORAGE AND WARE-HOUSING	Provide technical advice to DoT activities/personnel. Provide funding authority and shipping instructions, on an as needed basis, for turn-ins of precious metals bearing materials/scrap from DoT to the DRMOs. Determine the need and arrange for the silver recovery surveys to establish the type and quantity of silver recovery equipment required by DoT activities. Accept turn-ins of precious metals bearing materials/scrap from DoT activities. Provide DoT activities with receipt(s) (DD Form 1346-1/1a) from the turn-in of precious metals bearing materials/ scrap.	Comply with the Federal Property Management Regulation (FPMR) and the procedures set forth in the DoD 4160.21-m, Defense Material Disposition Manual. Provide DRMS current status of major changes to locations, personnel, silver recovery equipment and shipping/turn-ins, on an "as required" basis. Identify to DRMS, on an as needed basis, all DoT activities who generate precious metals under their control, to include those specifically for photographic processing. Ensure maximum participation by all DoT activities. Maintain data, prepare and provide reports, as required, in accordance with governing

regulations, directive
and manuals.

Category of Support	Supplier will:	Receiver will:
EQUIPMENT MAINTENANCE, REPAIR AND CALIBRATION	Provide and assist in the installation of silver recovery equipment, as required, at the DoT locations. Provide guidance on the operation, performance and maintenance of silver recovery equipment used for the removal of silver from photographic fixer solutions. Maintain accountability of all serialized silver recovery equipment furnished by DRMS, by means of a hand receipt, to the using DoT activity.	Install, operate and maintain DRMS provided silver recovery equipment.

Enclosure 1

DEPARTMENT OF TRANSPORTATION
Precious Metals Recovery Locations

Activity	Contact Point & Activity

Address Code

U.S. Department of Transportation
Office of Security and
Administrative Management
400 7th Street S.W.
Washington, DC 20590-0001

Mr. Joseph W. Bleicher
Phone: (202) 366-9768
(Central Departmental
Contact)

Federal Aviation Administration
Materiel Management Division
ALM-300
800 Independence Avenue S.W.
Washington, DC 20591-0001

Ms. Linda M. Wagner
Phone: (202) 267-8860
(Central FAA Contact)

Federal Aviation Administration
Mike Monroney Aeronautical Center
Redistribution & Marketing, AML-380
6500 S. McArthur Blvd.
Oklahoma City, OK 73125

Ms. Toni Ferenich
Phone: (405) 954-5137
AAD: 6973E8

Federal Aviation Administration
Technical Center, ACT-132-B
Atlantic City Airport
Atlantic City, NJ 08405

Mr. Joe Landi
Phone: (609) 485-4484
AAD: 692225

U.S. Coast Guard
Asst. Management Branch (G-CFM-3)
2100 Second Street, S.W.
Washington, DC 20593-0001

Ms. Lynn Brown
Phone: (202) 267-0654
(Central USCG Contact)
DODAAC: Z52400

*USCG Location List
Attached

Office of the Secretary
Graphics Section
400 7th Street, S.W.
Washington, DC 20590

Mr. Clay Sunderland
Phone: (202) 366-1230
AAD: 693126

Office of the Secretary
Printing Operations Section
3341 HH 75th Ave.
Landover, MD 20785

Mr. Richard Brown
Phone: (301) 322-2295
AAD: 693126

U.S. COAST GUARD

DODAAC	LOCATION	TELEPHONE POINT OF CONTACT
Z20115	Coast Guard Air Station Cape Cod Otis ANGB, MA 02542-5024	(617) 968-5300
Z20140	Coast Guard Air Station Miami Opa Locka, FL 33054-2397	(305) 953-8201
Z20150	Coast Guard Air Station Clearwater, FL 34622-2990	(813) 535-1437
Z20160	Coast Guard Air Station Traverse City, MI 49684-3586	(616) 922-8221
Z20190	Coast Guard Air Station Port Angeles, WA 98362-0159	(202) 442-5818
Z20195	Coast Guard Air Station Astoria Warrenton, OR 97146-9693	(206) 442-5818
Z20235	Coast Guard Air Station Borinquen Aquadilla, PR 00604-9999	(809) 882-3500
Z20280	Coast Guard Air Station Sitka, AK 99835-6500	(907) 966-5434
Z31160	Coast Guard Base Miami Beach, FL 33139-5101	(305) 536-5644
Z31250	Coast Guard Base Honolulu, HI 96819-4398	(808) 541-2138
Z31260	Coast Guard Base Ketchikan, AK 99901-6661	(907) 228-0210
Z31800	Coast Guard Yard Baltimore, MD 21226-1797	(301) 636-7175
Z33225	Coast Guard Marine Safety Office Wilmington, NC 28401-3907	(919) 343-4881

Z36234 Coast Guard Group (919) 247-4509
Atlantic Beach, NC 28512-0237

USCG Locations: Page 1 of 3 Pages

Z36271 Coast Guard Group (206) 442-5818
Astoria, OR 97146-9693

Z36274 Coast Guard Group (206) 442-5818
North Bend, OR 97459-2399

Z36277 Coast Guard Group (206) 442-5818
Port Angeles, WA 98362-0159

Z40143 Coast Guard Loran C Station (206) 442-5818
George, WA 98824-0112

Z45000 Coast Guard Support Center (212) 668-7251
Governors Island, NY 10004-5074

Z46000 Coast Guard Support Center (415) 437-5709
Kodiak, AK 99619-5014

Z47000 Coast Guard Support Center (617) 565-9257
Boston, MA 02109-1027

Z47100 Coast Guard Support Center (804) 483-8630
Portsmouth, VA 23703-2199

Z47200 Coast Guard Support Center (206) 442-5818
Seattle, WA 98134-1192

Z47300 Coast Guard Support Center (919) 335-6224
Elizabeth City, NC 27909-5006
(Includes ATTC and AR&SC Elizabeth City)

Z47400 Coast Guard Pay & Personnel Center (913) 295-2517
Topeka, KS 66683-3591

Z47500 Coast Guard Support Center (415) 437-5709

Alameda, CA 94501-5100

Z47710 Coast Guard Support Center (504) 589-4941
New Orleans, LA 70117-4698

Z47720 Coast Guard Support Center (415) 437-5709
San Pedro, CA 90731-0208

Z52100 Coast Guard Supply Center (410) 636-7707
Baltimore, MD 21226-1791

Z52400 Coast Guard Telecommunication & (703) 644-3600
Information Systems Command
Alexandria, VA 22315-3940

Z60100 Coast Guard Academy (203) 444-8287
New London, CT 06320-4195

Z63100 Coast Guard Reserve Training Cntr. (804) 898-3500
Yorktown, VA 23690-5000

Z65100 Coast Guard Aviation Training Cntr. (202) 694-6101
Mobile, AL 36608-9682

Z67100 Coast Guard Training Center (609) 884-6401
Cape May, NJ 08204-5002

Z70098 Coast Guard Headquarters Clinic (202) 267-1883
Washington, DC 20593-0001

Z71105 Fifth District (804) 398-6350
Photo Lab
Portsmouth, VA 23704-5004

Z71113 Thirteenth District (206) 442-5818
Photo Lab
Seattle, WA 98174-1067

Z71117 Seventeenth District (907) 586-7709
Photo Lab and Dental Clinic
Juneau, AK 99802-5517

Z73001 Coast Guard Facilities Design & (804) 441-6830
Construction Center (Atlantic)
Norfolk, VA 23513-2400

USCG Locations: Page 3 of 3 Pages

Enclosure 2

DRMS POINTS OF CONTACT FOR DoD PRECIOUS METALS SILVER RECOVERY EQUIPMENT

EASTERN HALF OF THE UNITED STATES

CATEGORY	POINT OF CONTACT
Existing Generators (already participating and receiving DRMS equipment)	DRMO Letterkenny ATTN: Precious Metals Coordinator Letterkenny Army Depot Chambersburg, PA 17201 E-mail: svec004@svea01.columbus.drms.dla.mil cc: svec025@svea01.columbus.drms.dla.mil Telephone: DSN 570-9357 CML (717) 267-9357 FAX: (717) 267-5538
New Generators	DRMS-DEO Telephone: DSN 850-4195 CML (614) 962-4195 FAX: (614) 267-5538

WESTERN HALF OF THE UNITED STATES & PACIFIC AREA

CATEGORY	POINT OF CONTACT
All Generators	DRMO Kirtland ATTN: Precious Metals Coordinator Bldg. 1025

Kirtland AFB, NM 87117-6100
Telephone: DSN 246-6655 CML (505) 846-6655
FAX: (505) 846-6238

EUROPE

CATEGORY	POINT OF CONTACT
All Generators	DRMO-EO ATTN: Precious Metals Coordinator Unit 29263 Box 2000 APO AE 09096 Wiesbaden, Germany Telephone: DSN 338-7305 FAX: DSN 338-7302

DRMO ALPHA
OPERATION JOINT GUARD
TASZAR, HUNGARY
APO AE 09793 OR
ZONE NAME: DRMR-EDB
(TELCOMM): 0036-82-426-740
(FAXCOMM): 0036-82-426-739

DRMO ABERDEEN
BLDG 3620
ABERDEEN PROVING GROUND MD
21005-5001
(TELCOMM): 410-278-2235/4785
(FAXCOMM): 9220

DRMO ALBANY
PO BOX 43139
ALBANY GA 31704-3139

OR
DRMO ALBANY
BLDG 1331 DR 12 TOPSIDE
MARINE CORPS LOGISTICS
ALBANY GA 31704-1128
(TELCOMM): 912-439-5966/5967
(FAXCOMM): 5972

DRMO ANCHORAGE
PO BOX 166 BLDG 34-600
ELMENDORF AFB AK 99506-0166
OR
DRMO ANCHORAGE
BLDG 34-600 DAVIS HIGHWAY
ELMEDORF AFB AK 99506-0166
(TELCOMM): 907-552-3733
317-552-7548

DRMO ANNISTON
BLDG 282
ANNISTON ARMY DEPOT
7 FRANKFORD AVE
ANNISTON AL 36201-4199
(TELCOMM): 205-235-7837/7733/7133
(FAXCOMM): 205-235-4468

DRMO AUGSBURG
AST AUGSBURG
DRMO AUGSBURG
UNIT 25001
APO AE 09178
(TELCOMM): (49) 821 540 6619/6609

DRMO AVIANO
(MILITARY ADDRESS)
DRMO AVIANO
DRMO-ALB UNIT 6215
APO AE 09601
OR
(CIVILIAN ADDRESS)
DRMO VIALE DELLA COMINA NO. 3
33170 PORDENONE ITALY
(MILITARY TELEPHONE)
(TELCOMM): FROM CONUS 011-39-434-31393
(FAXCOMM): 011-39-434-664129

DRMO BARKSDALE ANNEX
BLDG 4964
1264 TWINING DRIVE
BARKSDALE AFB LA 71110-2412
(TELCOMM): 318-456-8650
(FAXCOMM): 318-456-8216

DRMO BARSTOW
MARINE CORPS LOGISTIC BASE, BLDG 226
BOX 110195
BARSTOW CA 92311-5037
OR
DRMO BARSTOW
MARINE CORPS LOGISTICS
BASE BLDG 226
BOLL AVE
BARSTOW CA 92311-5037
(TELCOMM): 760-577-6568
(FAXCOMM): 760-577-6526

DRMO BEAUFORT
PO BOX 55021
MCAS BEAUFORT SC 29401-5021
OR
DRMO BEAUFORT
BLDG 1173
BEAUFORT, SC 29401-5021
(TELCOMM): 803-522-7499
(FAXCOMM): 803-522-7048

DRMO BELVOIR
8150 BEULAH STREET SUITE 101
FORT BELVOIR VA 22060-5239
(TELCOMM): 703-806-5632
(FAXCOMM): 703-806-5567
DRMO BENNING
PO BOX 52410
FT BENNING GA 31995-2410
OR
DRMO BENNING

BLDG 470
10TH MOUNTAIN DIVISION RD
BENNING GA 31905-2410
(TELCOMM): 706-545-7214/6026
(FAXCOMM): 5125

DRMO BITBURG, GERMANY
UNIT 4025
APO AE 09132-5000 OR
DRMO BITBURG, GERMANY
BLDG 1093
54634 BITBURG GERMANY
(TELCOMM): 011-49-6561-2484
(FAXCOMM): 011-49-6561-2484

DRMO BLUE GRASS
BLUE GRASS ARMY DEPOT BLDG S-265
2091 KINGSTON HWY
RICHMOND KY 40475-5000
(TELCOMM): 606-625-6671
745-6678
(FAXCOMM): 606-625-6678

DRMO BRAGG
BLDG J-1334 KNOX ST
FT BRAGG NC 28307-5000
(TELCOMM): 910-396-5298/5222
(FAXCOMM): 7364

DRMO BRUNSWICK
NAVAL AIR STATION
3150 ORION AVE SOUTH
BRUNSWICK ME 04011-5000
(TELCOMM): 207-921-2627/2452
(FAXCOMM): 207-921-2501

DRMO BUPYONG
UNIT #15395
APO AP 96283-0120
(TELCOMM): 011-82-32-524-4629
722-3889
(FAXCOMM): 011-82-32-520-6889

DRMO CAMPBELL
PO BOX 555
FORT CAMPBELL KY 42223-0555

OR
DRMO CAMPBELL
BLDG 5212
FORT CAMPBELL KY 42223-0555
(TELCOMM): 502-798-3525/4897
(FAXCOMM): 502-798-5183

DRMO CANNON
110 W STREET
CANNON AFB NM 88103-5138
(TELCOMM): 505-784-2436
(FAXCOMM): 505-784-2012
DRMO CHERRY POINT
PSC 8086
MARINE CORPS AIR STATION
CHERRY POINT NC 28533-0086
OR

DRMO CHERRY POINT
BLDG 154 D, CLEVELAND DRIVE
MARINE CORPS AIR STATION
CHERRY POINT NC 28533-0086
(TELCOMM): 919-466-2743/5826/5905/3338
(FAXCOMM): 919-466-4075/4925/4517

DRMO CHIEVRES, BELGIUM
UNIT #451 BLDG 66
APO AE 09708
OR
DRMO CHIEVRES, BELGIUM
BLDG 66
CHIEVRES AIR BASE
7950 CHIEVRES BELGIUM
(TELCOMM): 011-32-68-27-5484/5146
(FAXCOMM): 32-68-27-5066

DRMO CHINA LAKE
NAVAL AIR WEAPONS STATION
CHINA LAKE CA 93555-6001
(TELCOMM): 760-939-2502

(FAXCOMM): 760-939-0162

DRMO COLORADO SPRINGS
BLDG 318
FORT CARSON CO 80913-5044
(TELCOMM): 719-526-9678
(FAXCOMM): 3656 (ADMIN)

DRMO COLUMBUS
PO BOX 13297
COLUMBUS OH 43213-0297
OR
DRMO COLUMBUS
3990 E BROAD ST
BLDG 14
COLUMBUS OH 43213-0297
(TELCOMM): 614-692-3244/2184/2838
(FAXCOMM): 614-692-3149

DRMO COLUMBUS-MISS
BUILDING 152 25 7TH ST
COLUMBUS AFB MS 39710-9902
(TELCOMM): 601-434-7466
(FAXCOMM): 601-434-7468

DRMO CORPUS CHRISTI
BLDG 22 NAVAL AIR STATION
CORPUS CHRISTI TX 78419-5600
(TELCOMM): 512-961-2936
(FAXCOMM): 512-961-3203

DRMO CRANE
NAVAL SURFACE WARFARE CENTER
CRANE DIVISION BLDG 300
HIGHWAY 361
CRANE IN 47522-5091
(TELCOMM): 812-854-1554/1728
(FAXCOMM): 1998

DRMO DENVER
BLDG 621 ROCKY MOUNTAIN ARSENAL
COMMERCE CITY CO 80022-2180
(TELCOMM): 303-289-0376
(FAXCOMM): 303-289-0523

DRMO DOVER

114 CHAD
DOVER AFB DE 19902-7114
(TELCOMM): 302-677-3201/3202
(FAXCOMM): 3203

DRMO DRUM ANNEX
10TH MOUNTAIN DIVISION/FT DRUM
BLDG S-1350
FT DRUM NY 13602
(TELCOMM): 315-772-4592
(FAXCOMM): 5809

DRMO DULUTH
4997 AIRPORT RD
DULUTH MN 55811-1517
(TELCOMM): 218-723-7441/7453
(FAXCOMM): 218-722-2611

DRMO DYESS
PO BOX 8545
DYESS AFB TX 79607-6100
OR
DRMO DYESS
358 AMMO RD
DYESS AFB TX 79607-6100
(TELCOMM): 915-696-2578
(FAXCOMM): 915-696-3450

DRMO EDWARDS
70 EAST FORBES AVENUE
EDWARDS AFB CA 93524-8500
(TELCOMM): 805-277-2209
(FAXCOMM): 7039

DRMO EGLIN (ZONE VI ALA/MISS ADMIN
OFFICE)
ATTN: DRMO VHH
210 TRANSPORTATION RD SUITE 1
EGLIN AFB FL 32542-5212
OR

DRMO EGLIN
BLDG 525
TRANSPORTATION RD
EGLIN AFB FL 32542-5212
(TELCOMM): 850-882-2822
(FAXCOMM): 850-882-4789

DRMO EL TORO
PO BOX 21
EAST IRVINE CA 92650-0021
OR

DRMO EL TORO
BLDG 319
MARINE CORP AIR STATION EL TORO
SANTA ANA CA 92709
(TELCOMM): 714-726-4937/2222
(FAXCOMM): 714-726-3151

DRMO ELLSWORTH
650 TWINING
ELLSWORTH AFB SD 57706-4920
(TELCOMM): 605-385-1018
(FAXCOMM): 605-385-1615

DRMO F E WARREN
7700 BOOKER RD BLDG 930
CHEYENNE WY 82005-6100
(TELCOMM): 307-773-3970/3959
(FAXCOMM): 307-773-4160

DRMO FAIRBANKS
PO BOX 35028
FORT WAINWRIGHT AK 99703-0028
OR
DRMO FAIRBANKS
BLDG 5001
1/4 MILE BADGER RD
FORT WAINWRIGHT AK 99703-0028
(TELCOMM): 907-353-7406
(FAXCOMM): 907-353-7416

DRMO FAIRCHILD
120 N FOULOIS AVE.
FAIRCHILD AFB WA 99011-8674
(TELCOMM): 509-247-4228/2350

(FAXCOMM): 3033

DRMO FOREST PARK
FT GILLEM BLDG 310-B
FOREST PARK GA 30050-5000
(TELCOMM): 404-363-5117/5118
FAXCOMM): 404-362-7424

DRMO FT BLISS
1733 PLEASONTON RD
FL BLISS TX 79916
OR
DRMO FT BLISS
BLDG 11126
BIGGS FIELD
FT BLISS TX 79916
(TELCOMM): 915-568-8503/8582/8208
(FAXCOMM): 915-568-8161

DRMO GERMERSHEIM, GERMANY
CMR 425
APO AE 09095
OR
DRMO GERMERSHEIM GERMANY
BLDG 7968
US ARMY INSTALLATION
76726 GERMERSHEIM GERMANY
(TELCOMM): 011-49-7274-2947
(FAXCOMM): 011-49-7141-3910

DRMO GOLDSBORO ANNEX
1055 FICKEL ST
SEYMOUR JOHNSON AFB NC 27531-5000
(TELCOMM): 919-736-6695/6696
(FAXCOMM): 919-736-6103

DRMO GORDON
BLDG 994
FT GORDON GA 30905-5667
OR

DRMO GORDON
10TH STREET
FT GORDON GA 30905-5667
(TELCOMM): 706-791-3749/2487
(FAXCOMM): 706-791-8623

DRMO GRAFENWOEHR
7TH ARMY TRAINING COM
UNIT #21830
APO AE 09114
OR

DRMO GRAFENWOEHR
BLDG 481
92655-GRAFENWOEHR-LARGER GERMANY
(TELCOMM): 011-49-9641-837146
(FAXCOMM): 011-49-9641-1335

DRMO GRAND FORKS
548 3D AVE
GRAND FORKS AFB ND 58205-6032
(TELCOMM): 701-747-3783
(FAXCOMM): 701-747-4594

DRMO GREAT FALLS
8035 POLE YARD RD
MALMSTROM AFB MT 59402-6807
(TELCOMM): 406-731-6346
(FAXCOMM): 406-731-6560

DRMO GREAT LAKES
BLDG 3212A
NAVAL TRAINING CENTER
GREAT LAKES IL 60088-5798
OR
DRMO GREAT LAKES
3012 MISSISSIPPI STREET
GREAT LAKES, IL 60088-5798
(TELCOMM): 708-847-3655/3656
(FAXCOMM): 708-847-2510

DRMO GROTON
NAVAL SUBMARINE BASE NEW LONDON
BLDG 397
BOX 12
GROTON CT 06349-5012

(TELCOMM): 860-449-3523/3524
(FAXCOMM): 2866

DRMO GUAM
PSC 455 BOX 151
FPO AP 96540-1900
(TELCOMM): 011-671-339-5227
(FAXCOMM): 011-671-339-4228

DRMO GUANTANAMO ANNEX
BLDG 696B PSC 1005 BOX 33 CODE 230
FPO AE 09593-0133
OR FOR FEDERAL EXPRESS MAILING SEND
TO: DRMO JACKSONVILLE
(TELCOMM): 0-115-399-4184
(FAXCOMM): 0-115-399-4184

DRMO HANAU, GERMANY
OFC/ANB 193
UNIT #20193 BOX 0037
APO AE 09165-0037
OR
DRMO HANAU GERMANY
GROSSAUHEIM KASERNE BLDG 636
63457 HANAU GERMANY
(TELCOMM): 011-49-6181-55614 X8760
(FAXCOMM): 011-49-6181-55614 X8760
(CALL BEFORE YOU FAX)

DRMO HAWAII
PO BOX 298
BARBERS POINT HI 96862-0298
OR
DRMO HAWAII
NAS BARBERS PT BLDG 140
ENTERPRISE & MIDWAY STREET
NAS BARBERS POINT HI 96862-0298
(TELCOMM): 808-684-5980/6170
(FAXCOMM): 808-684-6670

DRMO HILL
BLDG 890 7844 ARSENAL RD
HILL AFB UT 84056-5803
(TELCOMM): 801-777-7422/6659/6657
(FAXCOMM): 801-777-2695

DRMO HOLLOMAN
241 ARKANSAS
HOLLOMAN AFB NM 88330-7703
(TELCOMM): 505-475-3748
(FAXCOMM): 505-475-3235

DRMO HOMESTEAD ANNEX
29050 CORAL SEA BLVD
HOMESTEAD ARS, FL 33039-1299
(TELCOMM): 305-224-7300
(FAXCOMM): 305-224-7451

DRMO HOOD
PO DRAWER G
80TH ST, BLDG 4289
FORT HOOD TX 76544-0210
OR
DRMO HOOD
BLDG 4289
TANK DESTROYER & 80TH ST
FT HOOD TX 76544-0210
(TELCOMM): 254-287-7763/5616
(FAXCOMM): 254-288-6794

DRMO HUACHUCA
PO BOX 104 BRAINARD AND JIM AVE
FORT HUACHUCA AZ 85613-0104
OR
DRMO HUACHUCA
BLDG 90507
SIERRA VISTA AZ 85613-0104
(TELCOMM): 520-533-2074
(FAXCOMM): 520-533-7078

DRMO HUNTSVILLE
BLDG 7408 WAREHOUSE RD
REDSTONE ARSENAL AL 35898-7320
(TELCOMM): 205-876-2453
(FAXCOMM): 205-955-6687

DRMO INCIRLIK
UNIT 7175 BOX 235
APO AE 09824-5235
OR
DRMO INCIRLIK
BLDG 200 ADANA TURKEY
(TELCOMM): 011-90-322-316-3155
011-90-322-316-3155
(FAXCOMM): 011-90-322-346-3826

DRMO IWAKUNI
PSC 561 BOX 611
FPO AP 96310-0611
(TELCOMM): 011-81-827-21-4171
315-253-4844
(FAXCOMM): 011-81-827-3450

DRMO JACKSON
BLDG 1902 EWELL RD
FT JACKSON SC 29207-6050
(TELCOMM): 803-751-7912/7716
(FAXCOMM): 803-751-3506

DRMO JACKSONVILLE
NAVAL AIR STATION
PO BOX 82
JACKSONVILLE FL 32212-0082
OR
DRMO JACKSONVILLE
NAVAL AIR STATION
8297 ROOSEVELT BLVD
BLDG 174
JACKSONVILLE FL 32212-0082
(TELCOMM): 904-542-3411/3412/3759/3760
(FAXCOMM): 904-542-3418

DRMO KAISERSLAUTERN (AKA)
UNIT #23206
APO AE 09263
OR

DRMO KAISERSLAUTERN GERMANY
AREA 100 BLDG 2384
POSTFACH 2268
67610 KAISERSLAUTERN
OR

FEDX ADDRESS:
DRMO KAISERSLAUTERN GERMANY
AREA 100 BLDG 2384
MANNHEIMERSTR. 219
67657 KAISERSLAUTERN
(TELCOMM): 011-49-631-40307
(FAXCOMM): 011-49-631-46171

DRMO KASTEL
OFC/ANE/KASTEL
UNIT 29263 BOX 6000
APO AE 09096
OR
DRMO KASTEL
GEB 04043
LUDWIG WOLKER STRASSE
55252 MAINZ-KASTEL GERMANY
(TELCOMM): 011-49-6134-63713
(FAXCOMM): 011-49-6134-604403

DRMO KEESLER
ATTN: DRMO VHI
607 PARADE LANE RM 1
KEESLER AFB BLDG 4422
KEESLER AFB, BILOXI MS 39534-2045
(TELCOMM): 601-377-3327
(FAXCOMM): 597-5084

DRMO KEFLAVIK, ICELAND
PSC 1003 PO BOX 29
FPO AE 09728-0329
OR
DRMO KEFLAVIK, ICELAND
BLDG 866
BOX 29
235 KEFLAVIK AIRPORT ICELAND
(TELCOMM): 011-354-425-7306
450-7092 (228-7092 FROM EUROPE)
(FAXCOMM): 011-354-425-7092

DRMO KEY WEST
BLDG 931
NAVAL AIR STATION
KEY WEST FL 33040-5000
(TELCOMM): 305-293-5271/5272
(FAXCOMM): 305-293-5274

DRMO KINGS BAY ANNEX
NAVAL SUBMARINE BASE
BLDG 6018
KINGS BAY GA 31547-5000
OR

DRMO KINGS BAY ANNEX
NAVAL SUBMARINE BASE
8297 ROOSEVELT BLVD BLDG 174
KINGS BAY GA 31547-5000
(TELCOMM): 912-673-2238
573-4707
(FAXCOMM): 912-673-2238

DRMO KIRTLAND
5050 RANDOLPH AVE
KIRTLAND AFB NM 87117-5856
(TELCOMM): 505-846-6959
246-1825
(FAXCOMM): 505-846-1825

DRMO KNOX
DRMO-EKC
2962 FRANZIER RD
FT KNOX KY 40121-5640
(TELCOMM): 502-624-3244/5755/1328
(FAXCOMM): 502-624-7321/4675

DRMO LAJES, AZORES
UNIT 7770
APO AE 09720
OR
DRMO LAJES, AZORES
BLDG T-582 BASE AREA K
TERCEIRA AZORES PORTUGAL

(TELCOMM): 0035-195540100 ext 23358
(FAXCOMM): 011-351-95-54101 X3158 (CALL BEFORE FAXING)

DRMO LAKEHURST
NAWC-AD NAES LAKEHURST
BLDG 75
LAKEHURST NJ 08733-5010
OR
DRMO LAKEHURST
NAVAL AIR WARFARE CENTER -AD
LAWRANCE AND SEVERENS ROAD BLDG 75
LAKEHURST NJ 08733-5010
(TELCOMM): 732-323-2691
(FAXCOMM): 732-323-7374

DRMO LEJEUNE
906 LOUIS RD
CAMP LEJEUNE NC 28547-2514
(TELCOMM): 910-451-3477
(FAXCOMM): 3306

DRMO LEONARD WOOD
BLDG 2391 GAS ST
FORT LEONARD WOOD MO 65473-5820
(TELCOMM): 573-596-0390/0399/0368
(FAXCOMM): 573-596-0413

DRMO LETTERKENNY
LETTERKENNY ARMY DEPOT
BLDG 2260
CHAMBERSBURG PA 17201-0229
(TELCOMM): 717-267-5425
(FAXCOMM): 717-267-5538

DRMO LEWIS
MS41
BOX 339500
FT LEWIS WA 98433-9500
OR
DRMO LEWIS
BLDG 9670 LOGISTICS CENTER
FT LEWIS WA 98433-9500
(TELCOMM): 253- 357-2049
(FAXCOMM): 253-967-2049

DRMO LITTLE ROCK
1575 N LACHMUND DR
LITTLE ROCK AFB AR 72099-5094
(TELCOMM): 501-988-3363
(FAXCOMM): 501-988-6205

DRMO LIVORNO, ITALY
UNIT 31301 BOX 59
APO AE 09613 OR
DRMO LIVORNO, ITALY
CASELLA POSTALE 64
57017 STAGNO (LIVORNO) ITALY
(TELCOMM): 011-39-50-547618
(FAXCOMM): 011-39-50-544701

DRMO LUKE
7011 N EL MIRAGE RD
GLENDALE AZ 85307-2503
(TELCOMM): 602-856-7144
(FAXCOMM): 602-856-7146

DRMO MARCH
14575 ARNOLD BLVD BLDG 7047
MARCH AFB CA 92518-3003
(TELCOMM): 909-655-7101
947-7131
(FAXCOMM): 909-655-7101

DRMO MAYPORT ANNEX
MAYPORT NAVAL STATION
PO BOX 105 OR
MAYPORT FL 32228-5000
DRMO MAYPORT ANNEX
MAYPORT NAVAL STATION
BLDG 412
MAYPORT FL 32228-5000
(TELCOMM): 904-270-6127/6128
(FAXCOMM): 904-270-6663

DRMO MCALESTER

MCALESTER ARMY AMMUNITION PLANT
1 C TREE ROAD
McALESTER OK 74501-9002
OR
DRMO MCALESTER
US ARMY AMMUNITION PLANT
BLDG 645
MCALESTER OK 74501-9002
(TELCOMM): 918-420-6248
(FAXCOMM): 918-420-6069
(ENVIR): 918-420-6063

DRMO MEADE
PO BOX 388
FT MEADE MD 20755-0388 OR
DRMO MEADE
77 ROCK AVENUE
FT MEADE MD 20755
(TELECOM): 301-677-6366/6367/6368
(FAXCOMM): 301-677-3567

DRMO MECHANICSBURG
NAVY SPCC MECHANICSBURG BLDG 206
5450 CARLISLE PIKE, PO BOX 2020
MECHANICSBURG PA 17055-0788
(TELCOMM): 717-790-2267
(FAXCOMM): 717-790-3940

DRMO MINOT
401 BOMBER BLVD
MINOT AFB ND 58705-5010
(TELCOMM): 701-723-6119
(FAXCOMM): 701-723-3269

DRMO MISAWA
UNIT #5037
APO AP 96319-5037
(TELCOMM): 011-81-176-52-3448
315-226-2638
(FAXCOMM): 011-81-176-52-2907

DRMO MOLESWORTH, UNITED KINGDOM
OFC/ATB
UNIT 5750
APO AE O9470
OR

DRMO MOLESWORTH, UNITED KINGDOM
RAF MOLESWORTH
HUNTINGTON
CAMBS PE 18 OQB UNITED KINGDOM
(TELCOMM): 011-44-480-84-2629/2625
(FAXCOMM): 011-44-480-84-2103

DRMO MONTGOMERY
560 NORTH DRIVE BLDG 900
MAXWELL AFB-GUNTER ANNEX AL
36114-3030
(TELCOMM): 334-416-4194/4195/4196
(FAXCOMM): 334-416-3700

DRMO MOUNTAIN HOME
PO BOX 4068
1220 DESERT HOME
MOUNTAIN HOME AFB ID 83648-4068
(TELCOMM): 208-828-2306
(FAXCOMM): 208-828-4176

DRMO McCLELLAN AFB
4522 PARKER AVE BLDG 700A
McCLELLAN AFB CA 95652
(TELCOMM): 916-643-3830
(TELCOMM): 916-643-6075
(FAXCOMM): 916-643-0416

DRMO McCONNELL
53568 MULDANE ROAD
BLDG 139
MCCONNELL AFB KS 67221-4104
(TELCOMM): 316-652-4094
(FAXCOMM): 316-652-4101

DRMO McGUIRE ANNEX
BLDG 3607
McGUIRE AFB NJ 08641-1711
(TELCOMM): 609-724-2865/3957
(FAXCOMM): 609-724-3700 ONLY

DRMO NELLIS
5506 BLYTHEVILLE DR
NELLIS AFB NV 89191-6210
(TELCOMM): 702-652-2004
(FAXCOMM): 702-652-4239

DRMO NORFOLK
7829 SEVENTH ST
BLDG SDA 210
NORFOLK VA 23511-4599
(TELCOMM): 757-444-9411/9436 or
757-445-5714
564-4171/5414
(FAXCOMM): 757-444-4171

DRMO NORTH ISLAND
NAS NORTH ISLAND
PO BOX 357084
SAN DIEGO CA 92135-7084
OR
DRMO NORTH ISLAND
NAVAL AIR STATION NORTH ISLAND
BLDG 290
CORONADO CA 92135-7084
(TELCOMM): 619-545-8056
(FAXCOMM): 619-545-0741

DRMO NUERNBERG, GERMANY
OFC/ANA
UNIT #27947
APO AE 09264
OR
DRMO NUERNBERG, GERMANY
SCHWABACHER STR 413
BLDG 946
90763 FUERTH GERMANY
(TELCOMM): 011-49-911-7007039
(FAXCOMM): 011-49-911-7007685

DRMO OFFUTT
405 BUTLER BLVD
OFFUTT AFB NE 68113-3200
(TELCOMM): 402-294-3934
(FAXCOMM): 2698

DEFENSE LOGISTICS AGENCY
DRMS INTERNATIONAL - ASIA ZONE
UNIT 35047
FPO AP 96373-5047

DEFENSE LOGISTICS AGENCY
DRMO OKINAWA
UNIT 35048
FPO AP 96373-5048
OR
DRMO OKINAWA
BLDG 302
CAMP KINSER
OKINAWA JAPAN
(TELCOMM): 011-81-098-879-0042
315-637-5012
(FAXCOMM): 011-81-98-879-3496

DRMO OKLAHOMA CITY
6150 AIR DEPOT BLVD SUITE 15
TINKER AFB OK 73145-8728
(TELCOMM): 405-739-7885/7882
(FAXCOMM): 405-739-7072

DRMO PANAMA
UNIT 0940
APO AA 34002
OR
DRMO PANAMA
BLDG 745 OLIN AVE
COROZAL PANAMA
(TELCOMM): (011-507)285 4754/4911
4808 (CALL BEFORE YOU FAX)
(FAXCOMM): 011-507-285-4808

DRMO PATRICK
BLDG 1391 MARINA RD
PATRICK AFB FL 32925-7469
(TELCOMM): 407-494-6507/7912
(TELDSN

FAXCOMM): 6434

DRMO PATUXENT RIVER
NAVAL AIR STATION
BLDG 604
PATUXENT RIVER MD 20670
(TELCOMM): 301-342-3316
(FAXCOMM): 3118

DRMO PENDLETON
P O BOX 1608
OCEANSIDE CA 92051-1608
OR
DRMO PENDLETON
DOOR #09 BUILING 2241
OCEANSIDE CA 92055
(TELDSN): 365-3605/3616
(TELCOMM): 619-725-3605/3616
(FAXCOMM): 3309

DRMO PENSACOLA
260 WAREHOUSE RD SUITE A
PENSACOLA FL 32508-5007
(TELCOMM): 850-452-2351/2451/3068
922-5618/2821
(FAXCOMM): 850-452-2821/5618

DRMO PHILADELPHIA
BLDG 26-C
2800 SOUTH 20TH ST
PHILADELPHIA PA 19101-8419
(TELCOMM): 215-737-3720/3721
(FAXCOMM): 215-737-7017

DRMO PICATINNY
PICATINNY ARSENAL
BLDG 314
PICTINNY NJ 07806-5000
(TELCOMM): 973-724-4219/4747
(FAXCOMM): 973-724-6349

DRMO POLK
PO DRAWER 3901
FORT POLK LA 71459-0901 OR
DRMO POLK
BLDG 4050

CORNER OF TEXAS AND MAGAZINE
FORT POLK LA 71459-0901
(TELCOMM): 318-531-2401
(FAXCOMM): 318-531-1711 (ONLY)

DRMO PORT HUENEME
779 STETHEM RD BLDG 513
PORT HUENEME CA 93043-4314
(TELCOMM): 805-982-5636
(FAXCOMM): 4312

DRMO PORTSMOUTH
PORTSMOUTH NAVAL SHIPYARD
PO BOX 2028
PORTSMOUTH NH 03801-2028 OR
DRMO PORTSMOUTH
PORTSMOUTH NAVAL SHIPYARD
BLDG 136
KITTERY, ME 03904
(TELCOMM): 207-438-5154/5155/4511
(FAXCOMM): 4515

DRMO PUSAN
UNIT #15180
APO AP 96259-0269
(TELCOMM): 011-82-51-801-3801
763-3452
(FAXCOMM): 011-82-518-91-4095

DRMO QUANTICO ANNEX
PO BOX 245
QUANTICO VA 22134-5001
(TELCOMM): 703-784-5397/5398
(FAXCOMM): 703-784-5554

DRMO RICHMOND
WAREHOUSE 3
8000 JEFFERSON DAVIS HIGHWAY
RICHMOND VA 23297-5085
(TELCOMM): 804-279-4325/3477

(FAXCOMM): 804-279-5588

DRMO RILEY
P O BOX 2490, FORT RILEY KS 66442-2490 OR
DRMO RILEY
BLDG 1950
FORT RILEY KS 66552-2490
(TELCOMM): 913-239-0531
(FAXCOMM): 785-239-8138

DRMO ROCK ISLAND
ROCK ISLAND ARSENAL
BLDG 154
ROCK ISLAND IL 61299-7030
(TELCOMM): 309-782-1617/1618/1619
(FAXCOMM): 0701

DRMO ROMULUS ANNEX
SENECA ARMY DEPOT
ROMULUS NY 14541
(TELCOMM): 607-869-1236
(FAXCOMM): 5533

DRMO ROOSEVELT ROADS
PSC-1008 BOX 3988
FPO AA 34051-3988
OR
DRMO ROOSEVELT ROADS
US NAVAL STATION ROOSEVELT RD
BLDG 1973
SORRESDAL DR
CEIBA PR 00735
(TELCOMM): 809-865-4903/3080/5518
(FAXCOMM): 787-865-3406

DRMO ROTA, SPAIN
PSC 819 BOX 44
FPO AE 09645-4600
OR
DRMO ROTA, SPAIN
BOX 44 APARTADO DE CORREOS 33
11530 ROTA (CADIZ) SPAIN
(TELCOMM): 011-003456-82-1357
(FAXCOMM): 011-003456-82-1375

DRMO RUCKER

BLDG 1215 NIGHTHAWK ST
FT RUCKER AL 36362-5287
(TELCOMM): 334-255-9111/2225
(FAXCOMM): 334-255-3451

DRMO SAGAMI
UNIT #45008
APO AP 96343-5008
(TELCOMM): 011-81-427-59-4148
268-4266
(FAXCOMM): 011-81-427-51-3835

DRMO SAN ANTONIO
500 TAYMAN ST BLDG 3050 E KELLY
KELLY AFB TX 78241-6126
(TELCOMM): 210-925-6167
(FAXCOMM): 1106

DEFENSE REUTILIZATION AND MARKETING
SERVICE
DRMO SAN ANTONIO
BLDG 3050, 300 DRMO CIRCLE
KELLY AFB, TX 78241
DRMO SAN DIEGO
PO BOX 337
IMPERIAL BEACH CA 91933-0337 OR

DRMO SAN DIEGO
BUILDING 193, REAM FIELD
OLF, IMPERIAL BEACH, CA 91932
(TELCOMM): 619-437-9446
(FAXCOMM): 619-437-9435

DRMO SAVANNA ANNEX (UNMANNED -
RECEIVING SITE UNTIL 00/09)
SAVANNA ARMY DEPOT
SAVANNA IL 61074-9636 OR
DRMO SAVANNA ANNEX
BLDG 423
SAVANNA ARMY DEPOT ACTIVITY

SAVANNA ILL 61074-9636
(TELCOMM): 815-273-8330
(FAXCOMM): 815-273-8331

DRMO SCHWEINFURT
CMR #464WEINFURT, GERMANY
APO AE 09226 OR
DRMO SCHWEINFURT
CONN BARRACKS BLDEG 94
97464 SCHWEINFURT GERMANY
(TELCOMM): 011-49-9721-88960
(FAXCOMM): 011-49-9721-88960

DRMO SCOTT
414 MISSOURI ST
SCOTT AFB IL 62226-5122
(TELCOMM): 618-256-1649
(FAXCOMM): 618-256-8972

DRMO SECKENHEIM, GERMANY
1ST PERSCOM
UNIT 29058
APO AE 09081 OR
DRMO SECKENHEIM, GERMANY
STEINZEUGSTR BLDG 1040
FRIEDRICHSFELD GERMANY
68229 MANNHEIM, GERMANY
(TELCOMM): 011-49-621-487-7250
(FAXCOMM): 011-49-621-473-231

DRMO SELFRIDGE
BLDG 590
SELFRIDGE ANGB MI 48045-5003
(TELCOMM): 810-307-4233
(FAXCOMM): 810-307-4304

DRMO SHAW
250 AIKEN ST BLDG 26
SHAW AFB SC 29152-0890
(TELCOMM): 803-895-5034
(FAXCOMM): 803-895-5033

DRMO SHEPPARD
1302 MOTORPOOL
BLDG 2136, DR STOP 37
SHEPPARD AFB TX 76311-3225

(TELCOMM): 817-676-4934
(FAXCOMM): 817-676-4932

DRMO SIERRA ANNEX
SIERRA ARMY DEPOT
HERLONG CA 96113-5905
(TELCOMM): 916-827-4546
(FAXCOMM): 4752

DRMO SIGONELLA, ITALY
OFC/ALAG
PCS 3080
FPO AE 09627-3080
(TELCOMM): 011-39-95-865583
(FAXCOMM): 011-49-95-902026

DRMO SILL
BLDG 3323 NAYLOR ROAD
FORT SILL OK 73503-6900
(TELCOMM): 405-442-4703/2918
(FAXCOMM): ONLY: 405-248-7410

DRMO SPARTA
BLDG 2184 FT McCOY
SPARTA WI 54656
(TELDSN): 280-3718/3719
(TELCOMM): 608-388-3718/3719
(FAXCOMM): 608-388-2946

DRMO ST JULIENS CREEK
BLDG 1400
PORTSMOUTH VA 23709 OR
DRMO ST JULIENS CREEK
BLDG 400
MAGAZINE ST
PORTMOUTH VA 23709
(TELCOMM): 804-396-0136
(FAXCOMM): 0449

DRMO STEWART

BLDG 1152
FT STEWART GA 31313-5000
(TELCOMM): 912-767-8893/8863/8899
(FAXCOMM): 912-767-1121

DRMO STOCKTON
BLDG 1002
ROUGH & READY ISLAND
STOCKTON CA 95203-4901
(TELCOMM): 209-944-0268
(FAXCOMM): 209-944-0205

DRMO TAMPA
5110 N BOUNDARY BLVD
MAC DILL AFB FL 33621-5002
(TELCOMM): 813-828-2871
(FAXCOMM): 813-828-4689

DRMO TEXARKANA
PO BOX 1330
HOOKS TX 75561-1330 OR
DRMO TEXARKANA
BLDG 473
RED RIVER ARMY DEPOT
TEXARKANA, TX 75507
(TELCOMM): 903-334-4297
(FAXCOMM): 903-334-4232

DRMO THAILAND ANNEX
JUSMAG-THAILAND
APO AP 96546-3766
(TELCOMM): 011-66-2-287-1036 EXT.
377/265
(FAXCOMM): 011-66-2-287-3922

DRMO TRAVIS
291 HICKMAN
BLDG 724
TRAVIS AFB CA 94535-1924
(TELCOMM): 707-424-4443
837-4447
(FAXCOMM): 707-424-4447

DRMO TUCSON
7030 E IRVINGTON RD
DAVIS-MONTHAN AIR FORCE BASE

TUCSON AZ 85707-4373
(TELCOMM): 520-228-8817
(FAXCOMM): 520-228-8101

DRMO TWENTYNINE PALMS ANNEX
MCAGCC
BOX 788113
TWENTYNINE PALMS CA 92278-8113 OR
DRMO TWENTYNINE PALMS ANNEX
MCAGCC, BLDG 2085
RIFLE RANGE RD
(TELCOMM): 619-830-6643
(FAXCOMM): 6776

DRMO TYNDALL ANNEX (UNMANNED - RECEIVING SITE ONLY)
TYNDALL AFB FL 32403-5000
(TELCOMM): 904-283-2165
(FAXCOMM): NO FAX

DRMO VANDENBERG
BLDG 1205 UTAH ST
VANDENBERG AFB CA 93437-6100
(TELCOMM): 805-734-8232 EXT 69851
(FAXCOMM): 805-734-8232 EXT 66362

DRMO WARNER ROBINS
1200 MACON ST
ROBINS AFB GA 31098-2502
(TELCOMM): 912-926-3437/2386
(FAXCOMM): 912-926-1983

DRMO WESTOVER ANNEX
BLDG 3400 SITE W
WESTOVER AFB MA 01022-5000
(TELCOMM): 413-557-3939
(FAXCOMM): 3904

DRMO WHIDBEY ISLAND
NAS WHIDBEY ISLAND

905 WEST FORESTAL ST
OAK HARBOR WA 98278-4100
(TELCOMM): 360-257-2501
(FAXCOMM): 360-257-1193

DRMO WHITEMAN
PO BOX 6010
WHITEMAN AFB MO 65305-6010 OR
DRMO WHITEMAN
640 2ND ST
WHITEMAN AFB MO 65305-6010
(TELCOMM): 660-687-5595
(FAXCOMM): 660-687-5598

DRMO WILLIAMSBURG
CHEATHAM ANNEX BLDG 16
FLEET & INDUSTRIAL SUPPLY CENTER
WILLIAMSBURG, VA 23187-8792 OR
DRMO WILLIAMSBURG
FISC CHEATHAM ANNEX
108 SANDA AVE BLDG 16
WILLIAMSBURG VA 23187-8792
(TELCOMM): 757-887-7264/7620/7164
(FAXCOMM): 757-887-7289

DRMO WRIGHT-PATTERSON
5490 PEARSON RD
WRIGHT-PATTERSON AFB OH 45433-5332
(TELCOMM): 513-257-4203/7823
(FAXCOMM): 513-257-7974

DRMO YUMA ANNEX
BOX 99135
YUMA AZ 85369-9135 OR
DRMO YUMA ANNEX
BLDG 321
MARONTATE AND SMITH
YUMA AZ 85369-9135
(TELCOMM): 520-341-2177/6066
(FAXCOMM): 520-341-2020

PACIFIC LIAISON/OPERATIONS WEST
BOX 64110
BLDG 12 213
CAMP H M SMITH HAWAII 96861-4110
(TELCOMM): 808-477-1206

(FAXCOMM): 808-477-1248

(Reverse Blank)

RELEASE DOCUMENT FOR UNCLAIMED PROPERTY

RELEASE FOR UNCLAIMED PROPERTY

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 was the sole and exclusive owner is located at _____. I hereby authorize the Government to dispose of said property in any manner it may deem 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_____, 19_____.

_____
(Signature of Individual)

Acknowledged before me
by_____
at_____this_____day
of_____19_____.
_____

(Notary Public)

(Reverse Blank)

Encl. (40) to COMDTINST M4500.5A

[IMAGE]

LOST, ABANDONED OR UNCLAIMED PRIVATELY OWNED PROPERTY (FLOWCHART)

(Reverse Blank)

Encl. (41) to COMDTINST M4500.5A

[IMAGE]

SUMMARY REPORT OF PERSONAL PROPERTY EXCHANGE OR SALE TRANSACTIONS (RCN-4540-1) (DOT F-4410.6)

(Reverse Blank)

Encl. (42) to COMDTINST M4500.5A

REPORT OF EXCESS PERSONAL PROPERTY PROVIDED TO NON-FEDERAL
RECIPIENTS (RCN-4570-2)

Commander
United States Coast Guard
Maintenance and Logistics Command
Atlantic
300 East Main Street, Suite 900
Norfolk, VA 23510-9112
Staff Symbol: (f)
Phone: (757)628-4148

4500
6 OCT97

From: Commander, Maintenance & Logistics Command Atlantic
To: Commandant (G-CFM)

Subj: REPORT OF EXCESS PERSONAL PROPERTY PROVIDED TO NON-FEDERAL RECIPIENTS (RCN-4570-2)

Ref: (a) COMDTINST M4500.5 (series), Paragraph 9-C-4

1. A negative report is submitted for FY-97.

/s/ R.F. ROBEY
By direction

(Reverse Blank)

Encl. (43) to COMDTINST M4500.5A

ANNUAL REPORT OF SURVEY ACTIVITY (RCN-4500-6)

Commander
United States Coast Guard
Maintenance and Logistics Command Atlantic
300 East Main Street, Suite 900
Norfolk, VA 23510-9112
Staff Symbol: (f)
Phone: (757)628-4148

4500
6 OCT97

From: Commander, Maintenance & Logistics Command Atlantic
To: Commandant (G-CFM)

Subj: ANNUAL REPORT OF SURVEY ACTIVITY (RCN-4500-6)
Ref: (a) COMDTINST M4500.5 (series), Paragraph 9-C-4

1. Information for our Annual Report of Survey Activity is provided below as required by reference (a):

a. Acquisition cost of items not located: $10,555

b. Number Reports of Survey convened: 500

c. Acquisition cost of items processed: $20,110

d. Number of Reports of Survey in which all parties were relieved of any liability or responsibility for the loss, damage, or destruction: 495

e. Number of Reports of Survey in which individuals were held pecuniary liable: 5

f. Acquisition cost of property on Reports of Survey in which individuals were held pecuniary liable: $5,110.

/s/ K.F. GEORGE
By direction

(Reverse Blank)

Encl. (44) to COMDTINST M4500.5A

ENTERING MICROCOMPUTER SYSTEMS INTO THE ACCOUNTABLE ITEM MANAGEMENT (AIM) SYSTEM

The new AIM system replaces the Personal Property Accountability (PPA) System to manage accountable property. AIM makes it easier for property managers to maintain and account for Automation Equipment (AE). The AIM design process included automatic loading of equipment purchased from the Standard Workstation III (SWIII) contract with the UNISY Corporation. Data from the Delivery Order Tracking System is downloaded to AIM to provide pertinent information on equipment ordered through the SWIII contract. Local property managers will receive electronic notification when new AE is added to their property accounting system. The system will automatically assign the appropriate Item Name Code (INC), descriptions and cost. Property managers need only to review the information for accuracy and add local field information, such as custodian and location. This enclosure describes the procedures for

manually adding AE and provides a listing of known AE along with the associated INCs. The listings are sorted by INC, Equipment Class, and Description for ease in finding the appropriate entry.

1. Standard Workstation II (SWII) Equipment. Tables 1-1, 1-2, and 1-3 provide INCs for SWII equipment. Use the following instructions to construct the INC if the item you need to enter is not listed in the above tables. Contact Coast Guard Telecommunications and Information Systems Center (CG TISCOM) Alexandria for guidance if your equipment is not described below or in the above tables. CG TISCOM telephone number is (703) 313-5733.

   a. INCs are five characters in length. All equipment attached to an SWII cluster begin with the letters "ST" as the first two characters, regardless of a manufacturer. The remaining character descriptions are:

      (1) 0xx - Terminals (includes monitor, keyboard, CPU and power supply).

      10 - Monochrome Monitor
      15 - Color Monitor
      20 - Hi-Resolution Monitor
      30 - Non-Intelligent (excludes CPU)
      50 - Laptop

   Examples: ST010 = NGEN (CLIN 1824)
   ST015 = NGEN w/Color Monitor

      (2) 1xx - Input Devices.

      10 - Card Reader
      20 - Digitizer
      30 - Bar Code Reader
      40 - Optical Scanner

      (3) 2xx - Output Devices.

      Printers:

      10 - Dot Matrix (including Ink Jets)
      20 - Near Letter Quality

30 - Letter Quality
40 - Laser Printer
50 - Line Printer

Plotters:

70 - Bed
80 - Non-Bed

(4) 3xx - Mass Storage (external).

Hard Disks:

10 - 1-25 MB
20 - 26-100 MB
30 - 101 plus MB
40 - Floppy Drives
45 - Optical Disk

Magnetic Tapes:

50 - Reel-to-Reel
55 - Cartridge

(5) 4xx - Standard Terminal Slices/External Boxes.

10 - Graphics
20 - Ethernet
30 - PC-Slice
40 - Real Time Clock
50 - Voice Processor

(6) 5xx - Shared Resource Processors (SRP).

10 - Main enclosure (includes file processor, cluster processor, 50MB hard disk, cartridge disk, 80186 NGEN terminal).
11 - SPR-NT Main enclosure (includes file processor, 2 cluster processors, 1/4" tape drive (QIC), 105MB system disk, 140MB expansion disk, 80286/287 NGEN workstation w/dual

floppy module).
15 - Expansion cabinet.

(7) 5xx - Additional Processors/Mass Storage (Internal)

20 - File Processor
30 - Cluster Processor
35 - Terminal Processor
40 - Storage Processor
50 - SMD Controller
60 - Ethernet Processor
70 - Application Processor
80 - Memory Board
91 - 1-25 MB
92 - 26-100 MB
93 - 101 plus MB

(8) 6xx - Modems.
10 - Asynchronous
20 - Synchronous

(9) 7xx - Software (only for software that is not part of the bundle).

10 - ADS
20 - Request
30 - Forms Plus

(10) 800 - Miscellaneous.

2. SWIII Equipment. Tables 1-4, 1-5, 1-6, and 1-7 contain the INCs for all SWIII equipment. Use only the codes in these tables to track hardware, software CD sets and locally purchased software. CG TISCOM will track software licenses and the number of software copies for all software purchased from the SWIII contract. If you have hardware or software that is not listed, contact CG TISCOM at (703) 313-5733 and a code will be assigned.

Table 1-1

Item Name Codes for SWII Equipment
(Sorted by INC)

INC	CLASS	DESCRIPTION
ST010	Terminal	Monochrome
ST020	Terminal	Color
ST030	Terminal	Hi-Resolution
ST040	Terminal	Non-Intelligent
ST050	Terminal	Laptop
ST110	Input Device	Card Reader
ST120	Input Device	Digitizer
ST130	Input Device	BarCode Reader
ST140	Input Device	Optical Scanner
ST210	Output Device	DOT Matrix
ST220	Output Device	Near Letter Quality
ST230	Output Device	Letter Quality
ST240	Output Device	Laser
ST250	Output Device	Line Printer
ST270	Output Device	Bed Plotter
ST280	Output Device	Non-Bed Plotter
ST310	Mass Storage (Ext)	1-25 MB HD External
ST320	Mass Storage (Ext)	25-100 MB HD External
ST330	Mass Storage (Ext)	101 Plus MB HD External
ST340	Mass Storage (Ext)	Floppy Drive External
ST345	Mass Storage (Ext)	Optical Disk External
ST350	Mass Storage (Ext)	Reel-to-Reel External
ST355	Mass Storage (Ext)	Cartridge External
ST410	External Boxes	Graphics
ST420	External Boxes	Ethernet

INC	CLASS	DESCRIPTION
ST430	External Boxes	PC Slice
ST440	External Boxes	Real-Time Clock
ST450	External Boxes	Voice Processor
ST510	Processors	SRP Main
ST511	Processors	SRP-NT Main
ST515	Processors	Expansion Cab
ST520	Processors	File Processor

ST530	Processors	Cluster Processor
ST535	Processors	Terminal Processor
ST540	Processors	Storage Processor
ST550	Processors	SMD Processor
ST560	Processors	Ethernet Processor
ST570	Processors	Application Processor
ST580	Processors	Memory Board
ST591	Mass Storage (Int)	1-25 MB HD Int
ST592	Mass Storage (Int)	26-100 MB HD Int
ST593	Mass Storage (Int)	101 Plus MB HD Int
ST610	Modem	Asynchronous
ST620	Modem	Synchronous
ST700	Software	All Other S/W
ST710	Software	ADS Develop
ST715	Software	ADS Runtime
ST720	Software	Request
ST730	Software	Forms Plus
ST800	Miscellaneous	Miscellaneous

Table 1-2
Item Name Codes for SWII Equipment
(Sorted by Class)

INC	CLASS	DESCRIPTION
ST410	External Boxes	Ethernet
ST420	External Boxes	Graphics
ST430	External Boxes	PC Slice
ST440	External Boxes	Real-Time Clock
ST450	External Boxes	Voice Processor
ST110	Input Device	Card Reader
ST120	Input Device	Digitizer
ST130	Input Device	BarCode Reader
ST140	Input Device	Optical Scanner
ST310	Mass Storage (Ext)	1-25 MB HD External
ST320	Mass Storage (Ext)	25-100 MB HD External
ST330	Mass Storage (Ext)	101 Plus MB HD External
ST340	Mass Storage (Ext)	Floppy Drive External
ST345	Mass Storage (Ext)	Optical Disk External
ST350	Mass Storage (Ext)	Reel-to-Reel External

ST355	Mass Storage (Ext)	Cartridge External
ST591	Mass Storage (Int)	1-25 MB HD Int
ST592	Mass Storage (Int)	26-100 MB HD Int
ST593	Mass Storage (Int)	101 Plus MB HD Int
ST800	Miscellaneous	Miscellaneous
ST610	Modem	Asynchronous
ST620	Modem	Synchronous
ST210	Output Device	DOT Matrix
ST220	Output Device	Near Letter Quality
ST230	Output Device	Letter Quality
ST240	Output Device	Laser
ST250	Output Device	Line Printer

INC	CLASS	DESCRIPTION
ST270	Output Device	Bed Plotter
ST280	Output Device	Non-Bed Plotter
ST510	Processors	SRP Main
ST511	Processors	SRP-NT Main
ST515	Processors	Expansion Cab
ST520	Processors	File Processor
ST530	Processors	Cluster Processor
ST535	Processors	Terminal Processor
ST540	Processors	Storage Processor
ST550	Processors	SMD Processor
ST560	Processors	Ethernet Processor
ST570	Processors	Application Processor
ST580	Processors	Memory Board
ST700	Software	All Other S/W
ST710	Software	ADS Develop
ST715	Software	ADS Runtime
ST720	Software	Request
ST730	Software	Forms Plus
ST010	Terminal	Monochrome
ST020	Terminal	Color
ST030	Terminal	Hi-Resolution
ST040	Terminal	Non-Intelligent
ST050	Terminal	Laptop

Table 1-3
Item Name Codes for SWII Equipment
(Sorted by Description)

INC	CLASS	DESCRIPTION
ST310	Mass Storage (Ext)	1-25 MB HD External
ST591	Mass Storage (Int)	1-25 MB HD Int
ST330	Mass Storage (Ext)	101 Plus MB HD External
ST593	Mass Storage (Int)	101 Plus MB HD Int
ST320	Mass Storage (Ext)	25-100 MB HD External
ST592	Mass Storage (Int)	26-100 MB HD Int
ST710	Software	ADS Develop
ST715	Software	ADS Runtime
ST700	Software	All Other S/W
ST570	Processors	Application Processor
ST610	Modem	Asynchronous
ST130	Input Device	BarCode Reader
ST270	Output Device	Bed Plotter
ST110	Input Device	Card Reader
ST355	Mass Storage (Ext)	Cartridge External
ST530	Processors	Cluster Processor
ST020	Terminal	Color
ST120	Input Device	Digitizer
ST210	Output Device	DOT Matrix
ST410	External Boxes	Ethernet
ST560	Processors	Ethernet Processor
ST515	Processors	Expansion Cab
ST520	Processors	File Processor
ST340	Mass Storage (Ext)	Floppy Drive External
ST730	Software	Forms Plus
ST420	External Boxes	Graphics
ST030	Terminal	Hi-Resolution

INC	CLASS	DESCRIPTION

ST050	Terminal	Laptop
ST240	Output Device	Laser
ST230	Output Device	Letter Quality
ST250	Output Device	Line Printer
ST580	Processors	Memory Board
ST800	Miscellaneous	Miscellaneous
ST010	Terminal	Monochrome
ST220	Output Device	Near Letter Quality
ST280	Output Device	Non-Bed Plotter
ST040	Terminal	Non-Intelligent
ST140	Input Device	Optical Scanner
ST345	Mass Storage (Ext)	Optical Disk External
ST430	External Boxes	PC Slice
ST440	External Boxes	Real-Time Clock
ST350	Mass Storage (Ext)	Reel-to-Reel External
ST720	Software	Request
ST550	Processors	SMD Processor
ST510	Processors	SRP Main
ST511	Processors	SRP-NT Main
ST540	Processors	Storage Processor
ST620	Modem	Synchronous
ST535	Processors	Terminal Processor
ST450	External Boxes	Voice Processor

Table 1-4
Item Name Codes for SWIII Equipment
(Sorted by INC)

INC	CLIN	DESCRIPTION	CLASS
N1A00	00000	0S S/W CD-ROM Set	0S S/W
NAG00	0072AA	Accessibility Devices ReyBd Guard	Hardware
NAG01	0074AA	Accessibility Devices PC Mini KeyBd	Hardware
NAG02	0074BB	Accessibility Devices PC King KeyBd	Hardware
NAG03	0075AA	Accessibility Devices Voice Input	Hardware
NAG04	0076AA	Accessibility Devices Large Print Output	Hardware
NAG05	0077AA	Accessibility Devices Speech Output	Hardware
NAG06	0078AA	Accessibility Devices Braille Out	Hardware
NAG07	0078BB	Accessibility Devices Braille Tran	Hardware

NEH00	0001	Server 486DX33 8 User	CPU
NEH01	0002	Server 486DX66 16 User	CPU
NEH02	0003	Server P5-60 32 User	CPU
NEH03	0004	Server Dual P5-66 64 User	CPU
NEH04	0003A	Server Pentium 100 MHZ 32 User	CPU
NEH05	0003B	Server Pentium 100 MHZ 32 User	CPU
NEH06	0004A	Server Pentium 100 MHZ 64 User	CPU
NEH07	0004B	Server Pentium 100 MHZ 64 User	CPU
NEJ00	0031	Workstation 486SX33	CPU
NEJ01	0032	Workstation 486DX33	CPU
NEJ02	0033	Workstation 486DX66	CPU
NEJ03	0031B	Workstation Pentium 75 MHZ	CPU
NEJ04	0032A	Workstation Pentium 75 MHZ	CPU
NEJ05	0032B	Workstation Pentium 100 MHZ	CPU
NEJ06	0033A	Workstation Pentium 75 MHZ	CPU
NEJ07	0033B	Workstation Pentium 120 MHZ	CPU
NJF00	0019AA	Removable Carr/House	Mass Storage
NJF01	0019BB	Removable SCSI HD 1.08 GB	Mass Storage

INC	CLIN	DESCRIPTION	CLASS
NJF02	0050AB	Removable Media 405	Mass Storage
NJF03	0051AA	Removable HD Carr/House	Mass Storage
NJF04	0051AB	Removable Media Carr/House 405	Mass Storage
NJG00	0190AA	CD-ROM Dual Server Int	Mass Storage
NJG01	0191AA	CD-ROM Dual Server Ext	Mass Storage
NJG02	0195AA	CD-ROM Dual Workstation Int	Mass Storage
NJG03	0196AA	CD-ROM Dual Workstation Ext	Mass Storage
NJG04	0200AA	CD-ROM Dual Server 6 Disk	Mass Storage
NJG05	0205AA	CD-ROM Quad Workstation 6 Disk	Mass Storage
NJG06	0190BB	CD-ROM Quad Server Int	Mass Storage
NJG07	0195BB	CD-ROM Quad Workstation Int	Mass Storage
NJG08	0195CC	CD-ROM Quad Workstation Int	Mass Storage
NJH00	0021AA	Tape Drive SCSI QIC Tape 2 GB	Mass Storage
NJH01	0022AA	Tape Drive SCSI QIC Tape 1.2 GB	Mass Storage
NJH02	0052AA	Tape Drive SCSI QIC Tape 525	Mass Storage
NJH03	0052FF	Tape Drive SCSI QIC Tape 1 GB	Mass Storage
NJJ00	0020AA	Dat Tape Autoloader Int	Mass Storage
NJJ01	0020DD	Dat Tape Autoloader	Mass Storage
NJK00	0026BB	Controller SCSI Server	Mass Storage

NJK01	0056AA	Controller SCSI	Mass Storage
NJK02	0026CC	Controller PCI SCSI Server	Mass Storage
NJK03	0026DD	Controller PCI SCSI Server	Mass Storage
NJK04	0056BB	Controller PCI SCSI WS	Mass Storage
NJK05	0056CC	Controller PCI SCSI WS	Mass Storage
NJL00	0210AA	Misc SCSI Expans Chassis 5 Bay	Mass Storage
NND01	0043AA	Color S-VGA 15	Monitor
NND02	0044AA	Color S-VGA 21	Monitor
NND03	0045AA	Color Adapter	Monitor
NND04	0043AAA	Color S-VGA 15	Monitor

INC	CLIN	DESCRIPTION	CLASS
NPD00	0170AA	Tablet Digit Tab Small	Point Dev
NPD01	0180AA	Tablet Digit Tab Large	Point Dev
NQA00	0390BB	Network 10Base T Internal Adaptor	Network
NQA01	0400AA	Network Ethernet 10Base T Ext	Network
NQA02	0400BB	Network Ethernet 10Base T Int	Network
NQA03	0450AA	Network Fiber Coupling	Network
NQA04	0390AAA	Network 120V Ext Adaptor	Network
NQA05	0400AAA	Network 120V Ext Adaptor	Network
NQC00	0354AA	Hubs TP 12 Port 8 User	Network
NQC01	0355AA	Hubs TP 24 Port 16 User	Network
NQC02	0356AA	Hubs TP 12 Port 32 User	Network
NQC03	0356BB	Hubs TP 24 Port 32 User	Network
NQC04	0357AA	Hubs TP 24 Port 64 User	Network
NQC05	0358AA	Hubs Fiber 6 Pair ST	Network
NQC06	0358BB	Hubs BNC 10 Port	Network
NQC07	0390AA	Hubs 10Base T Ext Adaptor	Network
NQC08	0354AAA	Hubs TP 12 Port 8 User	Network
NQC09	0355AAA	Hubs TP 24 Port 16 User	Network
NQC10	0356AAA	Hubs TP 12 Port 32 User	Network
NQC11	0356BBA	Hubs TP 24 Port 32 User	Network
NQC12	0357AAA	Hubs TP 24 Port 64 User	Network
NQC13	0358AAA	Hubs Fiber 6 Pair ST	Network
NQD00	0330AA	Bridges 10Base T to 10Base T 2 Port	Network
NQD01	0331AA	Bridges 10Base T to 10Base 2 2 Port	Network
NQD02	0332AA	Bridges 10Base T to 10Base 5 2 Port	Network
NQD03	0333	Bridges 10Base T to 10Base F 2 Port	Network
NQD04	0334	Bridges 10Base T to 10Base FDDI	Network

NQD05	0335AA	Bridges 10Base 2 to 10Base 2 2 Port	Network
NQD06	0336AA	Bridges 10Base 2 to 10Base 5 2 Port	Network

INC	CLIN	DESCRIPTION	CLASS
NQD07	0337	Bridges 10Base 2 to 10Base F 2 Port	Network
NQD08	0338	Bridges 10Base 2 to FDDI	Network
NQD09	0339AA	Bridges 10Base 5 to 10Base 5 2 Port	Network
NQD10	0340	Bridges 10Base 5 to 10Base F 2 Port	Network
NQD11	0341	Bridges 10Base 5 to FDDI	Network
NQD12	0342	Bridges 10Base F 10Base F 2 Port	Network
NQD13	0343	Bridges 10Base 5 to FDDI	Network
NQG00	0029AA	Protocol Card Sync x.25 PC	Network
NQG01	0029BB	Protocol Card Sync x.25 HSI/PC	Network
NQJ00	0027AA	Ethernet Card 10Base T Server	Network
NQJ01	0030AA	Ethernet Card 10Base T Server	Network
NQJ02	0358DD	Ethernet BNC Transceiver	Network
NQJ03	0027BB	PCI NIC Server	Network
NQJ04	0027CC	PCI NIC Server	Network
NQJ05	0030BB	PCI NIC Server	Network
NQJ06	0030CC	PCI NIC Server	Network
NQK00	0028AA	FEDDI Card Server	Network
NQK01	0358CC	FDDI Fiber Transceiver	Network
NQK02	0028BB	PCI FDDI Server	Network
NQK03	0028CC	PCI FDDI Server	Network
NQL00	0370	Routers 4 Slot	Network
NQL01	0371	Routers Card TP	Network
NQL02	0372AA	Routers Ethernet Thin Net	Network
NQL03	0373AA	Routers Ethernet Thick Net	Network
NQL04	0374AA	Routers FDDI	Network
NQL05	0375AA	Routers Card DDN x.25 PC	Network
NQL06	0377	Routers Card ISDN	Network
NQL07	0378AA	Routers Card 10Base F	Network
NQL08	0379	Routers 8 Slot	Network

INC	CLIN	DESCRIPTION	CLASS
NQM00	0350	ISDN TE1	Network
NQM01	0351AA	ISDN TE2	Network
NQM02	0352	ISDN Compatible	Network
NRA00	0461CC	Genl Comms RJ45Patchpnl	Communication
NRK00	0053	Port Exp RS-232 Async Port Async 8 Port	Communication
NRK01	0235AA	Port Exp RS-232 Adapter RS-232-V.33	Communication
NRL00	0023	I/O Ports Async Port RS-232 8	Communication
NRL01	0024	I/O Ports Sync Port 1P2S	Communication
NUA00	0120	B/W DOT OTC 2162 HS Line Ptr	Printer
NUA01	0130	B/W DOT 912110 Impact	Printer
NUD00	0100	B/W Laser AP9310 110V	Printer
NUD01	0101	B/W Laser AP9310 220V	Printer
NUD02	0110	B/W Laser AP9316 110V	Printer
NUD03	0111	B/W Laser AP9316 220V	Printer
NUD04	0116	B/W Laser AP9316 Duplex 110V	Printer
NUD05	0118	B/W Laser AP9316 Duplex 220V	Printer
NUD06	0100A	B/W Laser AP9510 110V	Printer
NUD07	0101A	B/W Laser AP9510 220V	Printer
NUD08	0110A	B/W Laser AP9516 110V	Printer
NUD09	0110B	B/W Laser UDS9616 110V	Printer
NUD10	0111A	B/W Laser AP9516 220V	Printer
NUD11	0111B	B/W Laser UDS9616 220V	Printer
NUD12	0116A	B/W Laser AP9516 Duplex 110V	Printer
NUD13	0116B	B/W Laser UDS9616 Duplex 110V	Printer
NUD14	0118A	B/W Laser AP9516 Duplex 220V	Printer
NUD15	0118B	B/W Laser UDS9616 Duplex 220V	Printer
NUM00	0140	Plotter HP7550 Plus	Printer
NVC00	0150	Flatbed B/W Scanner	Scanner
NVC01	0160AA	Flatbed Doc Feeder Scanner	Scanner

Table 1-5

Item Name Codes for SWIII Equipment
(Sorted by Class)

INC	CLIN	DESCRIPTION	CLASS

NRA00	0461CC	Genl Comms RJ45Patchpnl	Communication
NRK00	0053	Port Exp RS-232 Async Port Async 8 Port	Communication
NRK01	0235AA	Port Exp RS-232 Adapter RS-232-V.33	Communication
NRL00	0023	I/O Ports Async Port RS-232 8	Communication
NRL01	0024	I/O Ports Sync Port 1P2S	Communication
NEH00	0001	Server 486DX33 8 User	CPU
NEH01	0002	Server 486DX66 16 User	CPU
NEH02	0003	Server P5-60 32 User	CPU
NEH03	0004	Server Dual P5-66 64 User	CPU
NEH04	0003A	Server Pentium 100 MHZ 32 User	CPU
NEH05	0003B	Server Pentium 100 MHZ 32 User	CPU
NEH06	0004A	Server Pentium 100 MHZ 64 User	CPU
NEH07	0004B	Server Pentium 100 MHZ 64 User	CPU
NEJ00	0031	Workstation 486SX33	CPU
NEJ01	0032	Workstation 486DX33	CPU
NEJ02	0033	Workstation 486DX66	CPU
NEJ03	0031B	Workstation Pentium 75 MHZ	CPU
NEJ04	0032A	Workstation Pentium 75 MHZ	CPU
NEJ05	0032B	Workstation Pentium 100 MHZ	CPU
NEJ06	0033A	Workstation Pentium 75 MHZ	CPU
NEJ07	0033B	Workstation Pentium 120 MHZ	CPU
NAG00	0072AA	Accessibility Devices ReyBd Guard	Hardware
NAG01	0074AA	Accessibility Devices PC Mini KeyBd	Hardware
NAG02	0074BB	Accessibility Devices PC King KeyBd	Hardware
NAG03	0075AA	Accessibility Devices Voice Input	Hardware
NAG04	0076AA	Accessibility Devices Large Print Output	Hardware
NAG05	0077AA	Accessibility Devices Speech Output	Hardware

INC	CLIN	DESCRIPTION	CLASS
NAG06	0078AA	Accessibility Devices Braille Out	Hardware
NAG07	0078BB	Accessibility Devices Braille Tran	Hardware
NJF00	0019AA	Removable Carr/House	Mass Storage
NJF01	0019BB	Removable SCSI HD 1.08 GB	Mass Storage
NJF02	0050AB	Removable Media 405	Mass Storage
NJF03	0051AA	Removable HD Carr/House	Mass Storage
NJF04	0051AB	Removable Media Carr/House 405	Mass Storage
NJG00	0190AA	CD-ROM Dual Server Int	Mass Storage
NJG01	0191AA	CD-ROM Dual Server Ext	Mass Storage
NJG02	0195AA	CD-ROM Dual Workstation Int	Mass Storage

NJG03	0196AA	CD-ROM Dual Workstation Ext	Mass Storage
NJG04	0200AA	CD-ROM Dual Server 6 Disk	Mass Storage
NJG05	0205AA	CD-ROM Quad Workstation 6 Disk	Mass Storage
NJG06	0190BB	CD-ROM Quad Server Int	Mass Storage
NJG07	0195BB	CD-ROM Quad Workstation Int	Mass Storage
NJG08	0195CC	CD-ROM Quad Workstation Int	Mass Storage
NJH00	0021AA	Tape Drive SCSI QIC Tape 2 GB	Mass Storage
NJH01	0022AA	Tape Drive SCSI QIC Tape 1.2 GB	Mass Storage
NJH02	0052AA	Tape Drive SCSI QIC Tape 525	Mass Storage
NJH03	0052FF	Tape Drive SCSI QIC Tape 1 GB	Mass Storage
NJJ00	0020AA	Dat Tape Autoloader Int	Mass Storage
NJJ01	0020DD	Dat Tape Autoloader	Mass Storage
NJK00	0026BB	Controller SCSI Server	Mass Storage
NJK01	0056AA	Controller SCSI	Mass Storage
NJK02	0026CC	Controller PCI SCSI Server	Mass Storage
NJK03	0026DD	Controller PCI SCSI Server	Mass Storage
NJK04	0056BB	Controller PCI SCSI WS	Mass Storage
NJK05	0056CC	Controller PCI SCSI WS	Mass Storage
NJL00	0210AA	Misc SCSI Expans Chassis 5 Bay	Mass Storage

INC	CLIN	DESCRIPTION	CLASS
NND01	0043AA	Color S-VGA 15	Monitor
NND02	0044AA	Color S-VGA 21	Monitor
NND03	0045AA	Color Adapter	Monitor
NND04	0043AAA	Color S-VGA 15	Monitor
NQA00	0390BB	Network 10Base T Internal Adaptor	Network
NQA01	0400AA	Network Ethernet 10Base T Ext	Network
NQA02	0400BB	Network Ethernet 10Base T Int	Network
NQA03	0450AA	Network Fiber Coupling	Network
NQA04	0390AAA	Network 120V Ext Adaptor	Network
NQA05	0400AAA	Network 120V Ext Adaptor	Network
NQC00	0354AA	Hubs TP 12 Port 8 User	Network
NQC01	0355AA	Hubs TP 24 Port 16 User	Network
NQC02	0356AA	Hubs TP 12 Port 32 User	Network
NQC03	0356BB	Hubs TP 24 Port 32 User	Network
NQC04	0357AA	Hubs TP 24 Port 64 User	Network
NQC05	0358AA	Hubs Fiber 6 Pair ST	Network
NQC06	0358BB	Hubs BNC 10 Port	Network
NQC07	0390AA	Hubs 10Base T Ext Adaptor	Network

NQC08	0354AAA	Hubs TP 12 Port 8 User	Network
NQC09	0355AAA	Hubs TP 24 Port 16 User	Network
NQC10	0356AAA	Hubs TP 12 Port 32 User	Network
NQC11	0356BBA	Hubs TP 24 Port 32 User	Network
NQC12	0357AAA	Hubs TP 24 Port 64 User	Network
NQC13	0358AAA	Hubs Fiber 6 Pair ST	Network
NQD00	0330AA	Bridges 10Base T to 10Base T 2 Port	Network
NQD01	0331AA	Bridges 10Base T to 10Base 2 2 Port	Network
NQD02	0332AA	Bridges 10Base T to 10Base 5 2 Port	Network
NQD03	0333	Bridges 10Base T to 10Base F 2 Port	Network
NQD04	0334	Bridges 10Base T to 10Base FDDI	Network

INC	CLIN	DESCRIPTION	CLASS
NQD05	0335AA	Bridges 10Base 2 to 10Base 2 2 Port	Network
NQD06	0336AA	Bridges 10Base 2 to 10Base 5 2 Port	Network
NQD07	0337	Bridges 10Base 2 to 10Base F 2 Port	Network
NQD08	0338	Bridges 10Base 2 to FDDI	Network
NQD09	0339AA	Bridges 10Base 5 to 10Base 5 2 Port	Network
NQD10	0340	Bridges 10Base 5 to 10Base F 2 Port	Network
NQD11	0341	Bridges 10Base 5 to FDDI	Network
NQD12	0342	Bridges 10Base F 10Base F 2 Port	Network
NQD13	0343	Bridges 10Base 5 to FDDI	Network
NQG00	0029AA	Protocol Card Sync x.25 PC	Network
NQG01	0029BB	Protocol Card Sync x.25 HSI/PC	Network
NQJ00	0027AA	Ethernet Card 10Base T Server	Network
NQJ01	0030AA	Ethernet Card 10Base T Server	Network
NQJ02	0358DD	Ethernet BNC Transceiver	Network
NQJ03	0027BB	PCI NIC Server	Network
NQJ04	0027CC	PCI NIC Server	Network
NQJ05	0030BB	PCI NIC Server	Network
NQJ06	0030CC	PCI NIC Server	Network
NQK00	0028AA	FEDDI Card Server	Network
NQK01	0358CC	FDDI Fiber Transceiver	Network
NQK02	0028BB	PCI FDDI Server	Network
NQK03	0028CC	PCI FDDI Server	Network
NQL00	0370	Routers 4 Slot	Network
NQL01	0371	Routers Card TP	Network
NQL02	0372AA	Routers Ethernet Thin Net	Network
NQL03	0373AA	Routers Ethernet Thick Net	Network

NQL04	0374AA	Routers FDDI	Network
NQL05	0375AA	Routers Card DDN x.25 PC	Network
NQL06	0377	Routers Card ISDN	Network

INC	CLIN	DESCRIPTION	CLASS
NQL07	0378AA	Routers Card 10Base F	Network
NQL08	0379	Routers 8 Slot	Network
NQM00	0350	ISDN TE1	Network
NQM01	0351AA	ISDN TE2	Network
NQM02	0352	ISDN Compatible	Network
N1A00	00000	0S S/W CD-ROM Set	OS S/W
NPD00	0170AA	Tablet Digit Tab Small	Point Dev
NPD01	0180AA	Tablet Digit Tab Large	Point Dev
NUA00	0120	B/W DOT OTC 2162 HS Line Ptr	Printer
NUA01	0130	B/W DOT 912110 Impact	Printer
NUD00	0100	B/W Laser AP9310 110V	Printer
NUD01	0101	B/W Laser AP9310 220V	Printer
NUD02	0110	B/W Laser AP9316 110V	Printer
NUD03	0111	B/W Laser AP9316 220V	Printer
NUD04	0116	B/W Laser AP9316 Duplex 110V	Printer
NUD05	0118	B/W Laser AP9316 Duplex 220V	Printer
NUD06	0100A	B/W Laser AP9510 110V	Printer
NUD07	0101A	B/W Laser AP9510 220V	Printer
NUD08	0110A	B/W Laser AP9516 110V	Printer
NUD09	0110B	B/W Laser UDS9616 110V	Printer
NUD10	0111A	B/W Laser AP9516 220V	Printer
NUD11	0111B	B/W Laser UDS9616 220V	Printer
NUD12	0116A	B/W Laser AP9516 Duplex 110V	Printer
NUD13	0116B	B/W Laser UDS9616 Duplex 110V	Printer
NUD14	0118A	B/W Laser AP9516 Duplex 220V	Printer
NUD15	0118B	B/W Laser UDS9616 Duplex 220V	Printer
NUM00	0140	Plotter HP7550 Plus	Printer
NVC00	0150	Flatbed B/W Scanner	Scanner
NVC01	0160AA	Flatbed Doc Feeder Scanner	Scanner

Table 1-6

Item Name Codes for SWIII Equipment
(Sorted by Description)

INC	CLIN	DESCRIPTION	CLASS
NAG00	0072AA	Accessibility Devices ReyBd Guard	Hardware
NAG01	0074AA	Accessibility Devices PC Mini KeyBd	Hardware
NAG02	0074BB	Accessibility Devices PC King KeyBd	Hardware
NAG03	0075AA	Accessibility Devices Voice Input	Hardware
NAG04	0076AA	Accessibility Devices Large Print Output	Hardware
NAG05	0077AA	Accessibility Devices Speech Output	Hardware
NAG06	0078AA	Accessibility Devices Braille Out	Hardware
NAG07	0078BB	Accessibility Devices Braille Tran	Hardware
NUA00	0120	B/W DOT OTC 2162 HS Line Ptr	Printer
NUA01	0130	B/W DOT 912110 Impact	Printer
NUD00	0100	B/W Laser AP9310 110V	Printer
NUD01	0101	B/W Laser AP9310 220V	Printer
NUD02	0110	B/W Laser AP9316 110V	Printer
NUD03	0111	B/W Laser AP9316 220V	Printer
NUD04	0116	B/W Laser AP9316 Duplex 110V	Printer
NUD05	0118	B/W Laser AP9316 Duplex 220V	Printer
NUD06	0100A	B/W Laser AP9510 110V	Printer
NUD07	0101A	B/W Laser AP9510 220V	Printer
NUD08	0110A	B/W Laser AP9516 110V	Printer
NUD09	0110B	B/W Laser UDS9616 110V	Printer
NUD10	0111A	B/W Laser AP9516 220V	Printer
NUD11	0111B	B/W Laser UDS9616 220V	Printer
NUD12	0116A	B/W Laser AP9516 Duplex 110V	Printer
NUD13	0116B	B/W Laser UDS9616 Duplex 110V	Printer
NUD14	0118A	B/W Laser AP9516 Duplex 220V	Printer
NUD15	0118B	B/W Laser UDS9616 Duplex 220V	Printer
NQD00	0330AA	Bridges 10Base T to 10Base T 2 Port	Network

INC	CLIN	DESCRIPTION	CLASS
NQD01	0331AA	Bridges 10Base T to 10Base 2 2 Port	Network

NQD02	0332AA	Bridges 10Base T to 10Base 5 2 Port	Network
NQD03	0333	Bridges 10Base T to 10Base F 2 Port	Network
NQD04	0334	Bridges 10Base T to 10Base FDDI	Network
NQD05	0335AA	Bridges 10Base 2 to 10Base 2 2 Port	Network
NQD06	0336AA	Bridges 10Base 2 to 10Base 5 2 Port	Network
NQD07	0337	Bridges 10Base 2 to 10Base F 2 Port	Network
NQD08	0338	Bridges 10Base 2 to FDDI	Network
NQD09	0339AA	Bridges 10Base 5 to 10Base 5 2 Port	Network
NQD10	0340	Bridges 10Base 5 to 10Base F 2 Port	Network
NQD11	0341	Bridges 10Base 5 to FDDI	Network
NQD12	0342	Bridges 10Base F 10Base F 2 Port	Network
NQD13	0343	Bridges 10Base 5 to FDDI	Network
NJG00	0190AA	CD-ROM Dual Server Int	Mass Storage
NJG01	0191AA	CD-ROM Dual Server Ext	Mass Storage
NJG02	0195AA	CD-ROM Dual Workstation Int	Mass Storage
NJG03	0196AA	CD-ROM Dual Workstation Ext	Mass Storage
NJG04	0200AA	CD-ROM Dual Server 6 Disk	Mass Storage
NJG05	0205AA	CD-ROM Quad Workstation 6 Disk	Mass Storage
NJG06	0190BB	CD-ROM Quad Server Int	Mass Storage
NJG07	0195BB	CD-ROM Quad Workstation Int	Mass Storage
NJG08	0195CC	CD-ROM Quad Workstation Int	Mass Storage
NND01	0043AA	Color S-VGA 15	Monitor
NND02	0044AA	Color S-VGA 21	Monitor
NND03	0045AA	Color Adapter	Monitor
NND04	0043AAA	Color S-VGA 15	Monitor
NJK00	0026BB	Controller SCSI Server	Mass Storage
NJK01	0056AA	Controller SCSI	Mass Storage
NJK02	0026CC	Controller PCI SCSI Server	Mass Storage

INC	CLIN	DESCRIPTION	CLASS
NJK03	0026DD	Controller PCI SCSI Server	Mass Storage
NJK04	0056BB	Controller PCI SCSI WS	Mass Storage
NJK05	0056CC	Controller PCI SCSI WS	Mass Storage
NJJ00	0020AA	Dat Tape Autoloader Int	Mass Storage
NJJ01	0020DD	Dat Tape Autoloader	Mass Storage
NQJ00	0027AA	Ethernet Card 10Base T Server	Network
NQJ01	0030AA	Ethernet Card 10Base T Server	Network
NQJ02	0358DD	Ethernet BNC Transceiver	Network
NQK01	0358CC	FDDI Fiber Transceiver	Network

NQK00	0028AA	FEDDI Card Server	Network
NVC00	0150	Flatbed B/W Scanner	Scanner
NVC01	0160AA	Flatbed Doc Feeder Scanner	Scanner
NRA00	0461CC	Genl Comms RJ45Patchpnl	Communication
NQC00	0354AA	Hubs TP 12 Port 8 User	Network
NQC01	0355AA	Hubs TP 24 Port 16 User	Network
NQC02	0356AA	Hubs TP 12 Port 32 User	Network
NQC03	0356BB	Hubs TP 24 Port 32 User	Network
NQC04	0357AA	Hubs TP 24 Port 64 User	Network
NQC05	0358AA	Hubs Fiber 6 Pair ST	Network
NQC06	0358BB	Hubs BNC 10 Port	Network
NQC07	0390AA	Hubs 10Base T Ext Adaptor	Network
NQC08	0354AAA	Hubs TP 12 Port 8 User	Network
NQC09	0355AAA	Hubs TP 24 Port 16 User	Network
NQC10	0356AAA	Hubs TP 12 Port 32 User	Network
NQC11	0356BBA	Hubs TP 24 Port 32 User	Network
NQC12	0357AAA	Hubs TP 24 Port 64 User	Network
NQC13	0358AAA	Hubs Fiber 6 Pair ST	Network
NRL00	0023	I/O Ports Async Port RS-232 8	Communication
NRL01	0024	I/O Ports Sync Port 1P2S	Communication

INC	CLIN	DESCRIPTION	CLASS
NQM00	0350	ISDN TE1	Network
NQM01	0351AA	ISDN TE2	Network
NQM02	0352	ISDN Compatible	Network
NJL00	0210AA	Misc SCSI Expans Chassis 5 Bay	Mass Storage
NQA00	0390BB	Network 10Base T Internal Adaptor	Network
NQA01	0400AA	Network Ethernet 10Base T Ext	Network
NQA02	0400BB	Network Ethernet 10Base T Int	Network
NQA03	0450AA	Network Fiber Coupling	Network
NQA04	0390AAA	Network 120V Ext Adaptor	Network
NQA05	0400AAA	Network 120V Ext Adaptor	Network
N1A00	00000	OS S/W CD-ROM Set	OS S/W
NQJ03	0027BB	PCI NIC Server	Network
NQJ04	0027CC	PCI NIC Server	Network
NQJ05	0030BB	PCI NIC Server	Network
NQJ06	0030CC	PCI NIC Server	Network
NQK02	0028BB	PCI FDDI Server	Network
NQK03	0028CC	PCI FDDI Server	Network

NUM00	0140	Plotter HP7550 Plus	Printer
NRK00	0053	Port Exp RS-232 Async Port Async 8 Port	Communication
NRK01	0235AA	Port Exp RS-232 Adapter RS-232-V.33	Communication
NQG00	0029AA	Protocol Card Sync x.25 PC	Network
NQG01	0029BB	Protocol Card Sync x.25 HSI/PC	Network
NJF00	0019AA	Removable Carr/House	Mass Storage
NJF01	0019BB	Removable SCSI HD 1.08 GB	Mass Storage
NJF02	0050AB	Removable Media 405	Mass Storage
NJF03	0051AA	Removable HD Carr/House	Mass Storage
NJF04	0051AB	Removable Media Carr/House 405	Mass Storage
NQL00	0370	Routers 4 Slot	Network
NQL01	0371	Routers Card TP	Network

INC	CLIN	DESCRIPTION	CLASS
NQL02	0372AA	Routers Ethernet Thin Net	Network
NQL03	0373AA	Routers Ethernet Thick Net	Network
NQL04	0374AA	Routers FDDI	Network
NQL05	0375AA	Routers Card DDN x.25 PC	Network
NQL06	0377	Routers Card ISDN	Network
NQL07	0378AA	Routers Card 10Base F	Network
NQL08	0379	Routers 8 Slot	Network
NEH00	0001	Server 486DX33 8 User	CPU
NEH01	0002	Server 486DX66 16 User	CPU
NEH02	0003	Server P5-60 32 User	CPU
NEH03	0004	Server Dual P5-66 64 User	CPU
NEH04	0003A	Server Pentium 100 MHZ 32 User	CPU
NEH05	0003B	Server Pentium 100 MHZ 32 User	CPU
NEH06	0004A	Server Pentium 100 MHZ 64 User	CPU
NEH07	0004B	Server Pentium 100 MHZ 64 User	CPU
NPD00	0170AA	Tablet Digit Tab Small	Point Dev
NPD01	0180AA	Tablet Digit Tab Large	Point Dev
NJH00	0021AA	Tape Drive SCSI QIC Tape 2 GB	Mass Storage
NJH01	0022AA	Tape Drive SCSI QIC Tape 1.2 GB	Mass Storage
NJH02	0052AA	Tape Drive SCSI QIC Tape 525	Mass Storage
NJH03	0052FF	Tape Drive SCSI QIC Tape 1 GB	Mass Storage
NEJ00	0031	Workstation 486SX33	CPU
NEJ01	0032	Workstation 486DX33	CPU
NEJ02	0033	Workstation 486DX66	CPU
NEJ03	0031B	Workstation Pentium 75 MHZ	CPU

NEJ04	0032A	Workstation Pentium 75 MHZ	CPU
NEJ05	0032B	Workstation Pentium 100 MHZ	CPU
NEJ06	0033A	Workstation Pentium 75 MHZ	CPU
NEJ07	0033B	Workstation Pentium 120 MHZ	CPU

Table 1-7

Item Name Codes for SWIII Equipment
(Sorted by CLIN)

INC	CLIN	DESCRIPTION	CLASS
N1A00	00000	OS S/W CD-ROM Set	OS S/W
NEH00	0001	Server 486DX33 8 User	CPU
NEH01	0002	Server 486DX66 16 User	CPU
NEH02	0003	Server P5-60 32 User	CPU
NEH04	0003A	Server Pentium 100 MHZ 32 User	CPU
NEH05	0003B	Server Pentium 100 MHZ 32 User	CPU
NEH03	0004	Server Dual P5-66 64 User	CPU
NEH06	0004A	Server Pentium 100 MHZ 64 User	CPU
NEH07	0004B	Server Pentium 100 MHZ 64 User	CPU
NJF00	0019AA	Removable Carr/House	Mass Storage
NJF01	0019BB	Removable SCSI HD 1.08 GB	Mass Storage
NJJ00	0020AA	Dat Tape Autoloader Int	Mass Storage
NJJ01	0020DD	Dat Tape Autoloader	Mass Storage
NJH00	0021AA	Tape Drive SCSI QIC Tape 2 GB	Mass Storage
NJH01	0022AA	Tape Drive SCSI QIC Tape 1.2 GB	Mass Storage
NRL00	0023	I/O Ports Async Port RS-232 8	Communication
NRL01	0024	I/O Ports Sync Port 1P2S	Communication
NJK00	0026BB	Controller SCSI Server	Mass Storage
NJK02	0026CC	Controller PCI SCSI Server	Mass Storage
NJK03	0026DD	Controller PCI SCSI Server	Mass Storage
NQJ00	0027AA	Ethernet Card 10Base T Server	Network
NQJ03	0027BB	PCI NIC Server	Network
NQJ04	0027CC	PCI NIC Server	Network
NQK00	0028AA	FEDDI Card Server	Network
NQK02	0028BB	PCI FDDI Server	Network
NQK03	0028CC	PCI FDDI Server	Network
NQG00	0029AA	Protocol Card Sync x.25 PC	Network

INC	CLIN	DESCRIPTION	CLASS
NQG01	0029BB	Protocol Card Sync x.25 HSI/PC	Network
NQJ01	0030AA	Ethernet Card 10Base T Server	Network
NQJ05	0030BB	PCI NIC Server	Network
NQJ06	0030CC	PCI NIC Server	Network
NEJ00	0031	Workstation 486SX33	CPU
NEJ03	0031B	Workstation Pentium 75 MHZ	CPU
NEJ01	0032	Workstation 486DX33	CPU
NEJ04	0032A	Workstation Pentium 75 MHZ	CPU
NEJ05	0032B	Workstation Pentium 100 MHZ	CPU
NEJ02	0033	Workstation 486DX66	CPU
NEJ06	0033A	Workstation Pentium 75 MHZ	CPU
NEJ07	0033B	Workstation Pentium 120 MHZ	CPU
NND01	0043AA	Color S-VGA 15	Monitor
NND04	0043AAA	Color S-VGA 15	Monitor
NND02	0044AA	Color S-VGA 21	Monitor
NND03	0045AA	Color Adapter	Monitor
NJF02	0050AB	Removable Media 405	Mass Storage
NJF03	0051AA	Removable HD Carr/House	Mass Storage
NJF04	0051AB	Removable Media Carr/House 405	Mass Storage
NJH02	0052AA	Tape Drive SCSI QIC Tape 525	Mass Storage
NJH03	0052FF	Tape Drive SCSI QIC Tape 1 GB	Mass Storage
NRK00	0053	Port Exp RS-232 Async Port Async 8 Port	Communication
NJK01	0056AA	Controller SCSI	Mass Storage
NJK04	0056BB	Controller PCI SCSI WS	Mass Storage
NJK05	0056CC	Controller PCI SCSI WS	Mass Storage
NAG00	0072AA	Accessibility Devices ReyBd Guard	Hardware
NAG01	0074AA	Accessibility Devices PC Mini KeyBd	Hardware
NAG02	0074BB	Accessibility Devices PC King KeyBd	Hardware
NAG03	0075AA	Accessibility Devices Voice Input	Hardware

INC	CLIN	DESCRIPTION	CLASS

NAG04	0076AA	Accessibility Devices Large Print Output	Hardware
NAG05	0077AA	Accessibility Devices Speech Output	Hardware
NAG06	0078AA	Accessibility Devices Braille Out	Hardware
NAG07	0078BB	Accessibility Devices Braille Tran	Hardware
NUD00	0100	B/W Laser AP9310 110V	Printer
NUD06	0100A	B/W Laser AP9510 110V	Printer
NUD01	0101	B/W Laser AP9310 220V	Printer
NUD07	0101A	B/W Laser AP9510 220V	Printer
NUD02	0110	B/W Laser AP9316 110V	Printer
NUD08	0110A	B/W Laser AP9516 110V	Printer
NUD09	0110B	B/W Laser UDS9616 110V	Printer
NUD03	0111	B/W Laser AP9316 220V	Printer
NUD10	0111A	B/W Laser AP9516 220V	Printer
NUD11	0111B	B/W Laser UDS9616 220V	Printer
NUD04	0116	B/W Laser AP9316 Duplex 110V	Printer
NUD12	0116A	B/W Laser AP9516 Duplex 110V	Printer
NUD13	0116B	B/W Laser UDS9616 Duplex 110V	Printer
NUD05	0118	B/W Laser AP9316 Duplex 220V	Printer
NUD14	0118A	B/W Laser AP9516 Duplex 220V	Printer
NUD15	0118B	B/W Laser UDS9616 Duplex 220V	Printer
NUA00	0120	B/W DOT OTC 2162 HS Line Ptr	Printer
NUA01	0130	B/W DOT 912110 Impact	Printer
NUM00	0140	Plotter HP7550 Plus	Printer
NVC00	0150	Flatbed B/W Scanner	Scanner
NVC01	0160AA	Flatbed Doc Feeder Scanner	Scanner
NPD00	0170AA	Tablet Digit Tab Small	Point Dev
NPD01	0180AA	Tablet Digit Tab Large	Point Dev
NJG00	0190AA	CD-ROM Dual Server Int	Mass Storage
NJG06	0190BB	CD-ROM Quad Server Int	Mass Storage

INC	CLIN	DESCRIPTION	CLASS
NJG01	0191AA	CD-ROM Dual Server Ext	Mass Storage
NJG02	0195AA	CD-ROM Dual Workstation Int	Mass Storage
NJG07	0195BB	CD-ROM Quad Workstation Int	Mass Storage
NJG08	0195CC	CD-ROM Quad Workstation Int	Mass Storage
NJG03	0196AA	CD-ROM Dual Workstation Ext	Mass Storage
NJG04	0200AA	CD-ROM Dual Server 6 Disk	Mass Storage
NJG05	0205AA	CD-ROM Quad Workstation 6 Disk	Mass Storage
NJL00	0210AA	Misc SCSI Expans Chassis 5 Bay	Mass Storage

NRK01	0235AA	Port Exp RS-232 Adapter RS-232-V.33	Communication
NQD00	0330AA	Bridges 10Base T to 10Base T 2 Port	Network
NQD01	0331AA	Bridges 10Base T to 10Base 2 2 Port	Network
NQD02	0332AA	Bridges 10Base T to 10Base 5 2 Port	Network
NQD03	0333	Bridges 10Base T to 10Base F 2 Port	Network
NQD04	0334	Bridges 10Base T to 10Base FDDI	Network
NQD05	0335AA	Bridges 10Base 2 to 10Base 2 2 Port	Network
NQD06	0336AA	Bridges 10Base 2 to 10Base 5 2 Port	Network
NQD07	0337	Bridges 10Base 2 to 10Base F 2 Port	Network
NQD08	0338	Bridges 10Base 2 to FDDI	Network
NQD09	0339AA	Bridges 10Base 5 to 10Base 5 2 Port	Network
NQD10	0340	Bridges 10Base 5 to 10Base F 2 Port	Network
NQD11	0341	Bridges 10Base 5 to FDDI	Network
NQD12	0342	Bridges 10Base F 10Base F 2 Port	Network
NQD13	0343	Bridges 10Base 5 to FDDI	Network
NQM00	0350	ISDN TE1	Network
NQM01	0351AA	ISDN TE2	Network
NQM02	0352	ISDN Compatible	Network
NQC00	0354AA	Hubs TP 12 Port 8 User	Network
NQC08	0354AAA	Hubs TP 12 Port 8 User	Network
NQC01	0355AA	Hubs TP 24 Port 16 User	Network

INC	CLIN	DESCRIPTION	CLASS
NQC09	0355AAA	Hubs TP 24 Port 16 User	Network
NQC02	0356AA	Hubs TP 12 Port 32 User	Network
NQC10	0356AAA	Hubs TP 12 Port 32 User	Network
NQC03	0356BB	Hubs TP 24 Port 32 User	Network
NQC11	0356BBA	Hubs TP 24 Port 32 User	Network
NQC04	0357AA	Hubs TP 24 Port 64 User	Network
NQC12	0357AAA	Hubs TP 24 Port 64 User	Network
NQC05	0358AA	Hubs Fiber 6 Pair ST	Network
NQC13	0358AAA	Hubs Fiber 6 Pair ST	Network
NQC06	0358BB	Hubs BNC 10 Port	Network
NQK01	0358CC	FDDI Fiber Transceiver	Network
NQJ02	0358DD	Ethernet BNC Transceiver	Network
NQL00	0370	Routers 4 Slot	Network
NQL01	0371	Routers Card TP	Network
NQL02	0372AA	Routers Ethernet Thin Net	Network
NQL03	0373AA	Routers Ethernet Thick Net	Network

NQL04	0374AA	Routers FDDI	Network
NQL05	0375AA	Routers Card DDN x.25 PC	Network
NQL06	0377	Routers Card ISDN	Network
NQL07	0378AA	Routers Card 10Base F	Network
NQL08	0379	Routers 8 Slot	Network
NQC07	0390AA	Hubs 10Base T Ext Adaptor	Network
NQA04	0390AAA	Network 120V Ext Adaptor	Network
NQA00	0390BB	Network 10Base T Internal Adaptor	Network
NQA01	0400AA	Network Ethernet 10Base T Ext	Network
NQA05	0400AAA	Network 120V Ext Adaptor	Network
NQA02	0400BB	Network Ethernet 10Base T Int	Network
NQA03	0450AA	Network Fiber Coupling	Network
NRA00	0461CC	Genl Comms RJ45Patchpnl	Communication

(Reverse Blank)

PRECIOUS METALS INDICATOR (PMI) CODES

Use PMI codes on all Disposal Turn-in Documents (DTID) to Defense Reutilization and Marketing Office (DRMO) to identify materiel items that contain precious metals and the content value of the metal. The codes will aid DRMOs in identifying precious metal bearing items at the time such materiel is turned in as excess. PMI codes are located in the Management List Consolidated (MLC) microfiche publication. Enter the following alphabetic/numeric codes in record position (RP) 62 of the DTID.

Code	Type of Precious Metal	Content Value
A	No known precious metal.	None
B	Item is known to contain precious metal(s) but the amount(s) are unknown.	
C	Presence or absence of precious metals varies between items of production for the same item of supply.	
D	Silver	Equals 15 grams or more.

E	Silver	Less than 15 grams.
F	Gold	Equals 10 grams or more.
G	Gold	Less than10 grams.
H	Platinum	Equals 10 grams or more.
I	Platinum	Less than 10 grams.
J	Palladium	Equals 5 grams or more.
K	Palladium	Less than 5 grams.
L	Iridium	Equals 20 grams or more.
M	Iridium	Less than 20 grams.
N	Rhodium	Equals 15 grams or more.

Code	Type of Precious Metal	Content Value
O	Rhodium	Less than 15 grams.
P	Osmium	Equals 10 grams or more.
Q	Osmium	Less than 10 grams.
R	Ruthenium	Equals 10 grams or more.
S	Ruthenium	Less than 10 grams.
T	Silver-Gold	Combination equals 15 grams or more.
U	Silver-Gold	Combination contains less than 15 grams.
V	Silver-Platinum family. See note below.	Combination equals 15 grams or more.

W	Silver-Platinum family. See note below.	Combination contains less than 15 grams.
X	Silver-Gold Platinum family. See note below.	Combination equals 15 grams or more.
Y	Silver-Gold Platinum family. See note below.	Combination contains less than 15 grams.
Z	Gold-Platinum family. See note below.	Combination equals 10 or more grams
2	Gold-Platinum family. See note below.	Combination contains less than 10 grams.
3	Determination of precious metal content is uneconomical	Unknown.

NOTE: Platinum family includes Platinum, Palladium, Iridium, Rhodium, Osmium, Ruthenium

AUTOMATION EQUIPMENT (AE) CODES

Use AE codes on all Disposal Turn-in Documents (DTID) to Defense Reutilization and Marketing Offices (DRMO) to indicate an item of AE or an item that contains AE regardless of assigned FSC. The codes will aid RMOs in identifying these items at the time such materiel is turned in as excess. AE codes are located in the Management List Consolidated (MLC) microfiche publication. Enter the following numeric codes in record position (RP) 63 of the DTID.

Code	Explanation
0	Represents items with no AE components.
	NOTE: Use codes 1 through 6 only when the item is AE in its entirety and is limited to the type meeting only one of the definitions for codes 1 through 6. See code 9.
1	Analog CPUs, AE Central Processing Units for Computers

Analog. Represents only CPUs that accept as input the electrical equivalent of physical conditions such as flow, temperature, pressure, angular position or voltage and perform computations by manipulating these electrical equivalents to produce results for further use.

NOTE: An analog is a representation of one form of a physical condition existing in another form, e.g., the level of mercury in a tube represents temperature in a thermometer; the angular position of a needle represents speed on a speedometer. Excludes CPUs that have both analog and digital capability. See code 3.

2 Digital CPUs, AE Central Processing Units for Computers. Represents only CPUs that accept information represented by digital impulses. Specifically, a device capable of performing sequences of arithmetic and logic operations (a program) not only on data but also on the program which is contained in its internal memory (storage) without intervention of an operator.

Code	Explanation
2	NOTE: Digital refers to the representation of discrete numbers, symbols and alphabetic characters by a predetermined, coded combination of electrical impulses. Excludes CPUs that have both analog and digital capability. See code 3.
3	Hybrid CPUs, AE Central Processing Units for Computers. Represents only CPUs that have a combination of analog and digital capability as defined in codes 1 and 2, respectively, and have conversion capability required for intercommunication.
4	AE Input/Output and Storage Devices Used to Control and Transfer Information to and from a CPU. The input device is used for transferring data and instructions into a CPU. The output device is used to transfer results of processing by the CPU onto printed forms, punched cards, and/or magnetic media. Input/output devices combine the above functions in the same device. This class also

includes data transmission terminals, batch terminals and display terminals specially designed or modified for use in conjunction with digital, analog or hybrid CPUs. It includes modems when they are integral to the terminal. It also includes storage devices in which data can be inserted, retained and retrieved for later use.

5 AE Accessorial Equipment.

Represents accessorial equipment considered a component, device or unit related directly and essential to the operation of AE. Included in this class are complete units and components of related general purpose accessorial equipment used as part of a system such as weapon, control, missile, communication or navigational system. It also encompasses various units or devices and associated control units used in combination or in conjunction with the AE configuration but are not part of the configuration itself.

6 Punched Card Equipment.

Represents the following type of machines: collating, keypunch, tabulating, verifier, reproducer, summary punch, sorter and interpreter.

Code Explanation

NOTE: Card-actuated machines, when cable connected to a central processing unit, are excluded.

7 AE Supplies and Support Equipment.

Represents consumable supplies, such as electronic data processing tapes, canisters, reels, control panels and wires, cabinets, tape storage, and racks peculiar to AE operations.

8 AE Components.

Represents AE component assemblies that are parts of

analog, digital or hybrid data processing devices.

9 To be assigned to an item containing embedded AE that meets one or more of the definitions for codes 1 through 6.

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[IMAGE]

PERSONAL PROPERTY DISPOSAL PROCESS (FLOWCHART)

(Reverse Blank)

SUMMARY of CHANGE

Volume 3
AR 55-355
NAVSUPINST 4600.70
AFR 75-2
MCO P4600.14B
COMDTINST M4600.7A
DLAR 4500.3

Defense Traffic Management Regulation: Transportation Facility Guide, Navy, Marine Corps, and the Coast Guard

This new regulation--

- o Publishes the Navy, Marine Corps, and Coast Guard Transportation Facility Guide (TFG) (formerly the Terminal Facilities Guide), as volume 3 to the Defense Traffic Management Regulation (DTMR).

- o Incorporates all Military Traffic Management Command (MTMC) Eastern and Western Area Command "Operational Notice Messages" issued for Navy, Marine Corps, and Coast Guard activities.

- o Displays all data entries approved for publication as

separate chapters for the contiguous 29 States and the District of Columbia. The following States do not have any TFG record listings: Alaska, Arkansas, Colorado, Delaware, Iowa, Minnesota, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Mexico, North Dakota, Ohio, Oklahoma, South Dakota, Utah, Vermont, West Virginia, and Wyoming.

Department of the Army, the Navy,
the Air Force, and the Defense
Logistics Agency
Washington, DC
15 January 1990

VOLUME 3
*AR 55-355
NAVSUPINST 4600.70
AFR 75-2
MCO P4600.14B
COMDTINST M4600.7A
DLAR 4500.3
Effective 14 February 1990

Transportation and Travel

Defense Traffic Management Regulation:
Transportation Facility Guide, Navy, the Marine Corps, and the Coast Guard

This UPDATE printing publishes a new volume
to this publication.

By Order of the Secretary of the Army:

CARL E. VUONO
General, United States Army
Chief of Staff

Official:

MILTON H. HAMILTON
Administrative Assistant to the
Secretary of the Army

By Order of the Secretary of the Navy:

E. K. WALKER, JR.
Rear Admiral, SC, United States Navy
Commander, Naval Supply Systems
Command

Official:

W. G. CARSON
Lieutenant General, United States Marine Corps
Deputy Chief of Staff for Installations and Logistics

By Order of the Secretary of the Air Force:

LARRY DE. WELCH
General, United States Air Force
Chief of Staff

Official:

WILLIAM O. NATIONS
Colonel, United States Air Force
Director of Information Management and Administration

By Order of the Director, Defense Logistics Agency:

GARY C. TUCKER
Colonel, United States Army
Commander, Staff Director, Administration, DLA-X

Summary. This regulation contains Navy, Marine Corps, and Coast Guard Transportation Facility Guide (TFG) records. It gives information on Navy, Marine Corps, and Coast Guard activities' shipping and receiving capability for determining the proper routing and costs for DOD freight and passenger movements between points within CONUS. Chapter 7, Volume 1, governs the establishment and maintenance of a TFG record.

Applicability. This regulation applies to all components of the Department of Defense, specifically the Navy, Marine Corps, and Coast Guard.

Internal control systems: This regulation is not subject to the requirements of

AR 11-2.

Supplementation. Supplementation of this regulation and the establishment of forms other than DA forms are prohibited without prior approval from HQDA (DALO-TSP) WASH DC 20310.

Interim changes. Interim changes to this regulation are not official unless they are authenticated by the Administrative Assistant to the Secretary of the Army. Users will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

Suggested Improvements. The proponent agency of this regulation is the Office of the Deputy Chief of Staff for Logistics. Users are invited to send comments and suggested improvements directly to the Commander, Military Traffic Management Command, ATTN: MTIN-P, 5611 Columbia Pike, Falls Church, VA 22041-5050. Army users will send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms). Paragraphs 7-7, Volume 1, contains procedures for transmitting revisions of TFG records to CDR MTMCEA BAYONNE NJ// MTEIN-SQ// and CDR MTMCWA OAK CA//MTWIN-SC//.

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AR 55-355/NAVSUPINST 4600.70/AFR 75-2/MCO P4600.14B/COMDTINST M4600.7A/DLAR 4500.3 . UPDATE

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RESERVED

Chapter 1

Alabama

1-1. COAST GUARD GROUP, MOBILE

a. General.

(1) Review Date: 10 Aug 88
(2) POC Name: SKC Willoughby
(3) Phone: (205) 690-2239
(4) GBLOC: FGPS
(5) AAC: Z36239
(6) Mail Address: Transportation Officer, US Coast Guard Group, S Broad St, Mobile, AL 36615-1390
(a) Express Mail: US Coast Guard Group, S Broad St, Mobile, AL 36615-1390
(b) Small Package Express: US Coast Guard Group, S Broad St, Mobile, AL 36615-1390
(7) Message Address: COMCOGARDGRU MOBILE AL//SUP//
(8) Consignee Address: Transportation Officer, US Coast Guard Group, S Broad St, Mobile, AL 36615-1390
(9) County: Mobile
(10) Location: S Broad St, Mobile
(11) Population: 250,000
(12) Host Activity?: Yes
(13) Tenant or Satellite Activities?: Yes
(a) Name: USCG Base, Mobile
1. AAC: Z31340
(b) Name: USCGC White Pine AAC: Z15506
(c) Name: USCGC Saginaw
1. AAC: Z17004
(d) Name: USCG AXE
1. AAC: Z16910

(e) Name: USCG ANT Mobile
1. AAC: Z41973
(f) Name: USCG Sta Mobile
1. AAC: Z30332
(g) Name: USCGC Salvia (WLB 400)
1. AAC: Z15228
(h) Name: CG Fire & Safety Test Facility
1. AAC: Z51100
(i) Name: USCGC Chincoteague
1. AAC: Z13420
(j) USCGC Cushing
1. AAC: Z13421
(14) Telephone Directory.
(a) TO/Tfc Mgr.
1. AV:
2. Com'l: (205) 690-2239
3. Hours: 0730-1530 M-F-EH
(b) MTMC POC.
1. AV:
2. Com'l: (205) 690-2239
3. Hours: 0730-1530 M-F-EH
(c) Shipping.
1. AV:
2. Com'l: (205) 690-2239
3. Hours: 0730-1530 M-F-EH
(d) Receiving.
1. AV:
2. Com'l: (205) 690-2239
3. Hours: 0730-1430 M-F-EH
(a) Holiday Schedule.
(1) Dates:
(e) Emergency.
1. AV:
2. Com'l: (205) 690-2238
3. Hours: 0730-1530 M-F-EH
(f) Emergency--After Duty Hours.
1. AV:
2. Com'l: (205) 690-2238
(g) Express Mail.
1. AV:
2. Com'l: (205) 690-2239
3. Hours: 0730-1530 M-F-EH
(h) Express Mail--After Duty Hours.
1. AV:
2. Com'l: (205) 690-2214

(i) Small Package Express.
1. AV:
2. Com'l: (205) 690-2239
3. Hours: 0730-1530 M-F-EH
(j) Small Package Express--After Duty Hours.
1. AV:
2. Com'l: (205) 690-2214
(k) Safe Haven/Refuge.
1. AV:
2. Com'l: (205) 690-2214 Hours 0730-1630 M-S
(l) Safe Haven/Refuge--After Duty Hours.
1. AV:
2. Com'l: (205) 690-2214
(m) Passenger: CTO
1. AV:
2. Com'l: (205) 694-6302
3. Hours: 0730-1530 M-F-EH
(n) BOQ Reservations: NA
(o) Airport Manager: Military.
1. AV: 868-4330
2. Com'l: (601) 377-4330
3. Hours: 001-2400 M-SU
(p) Airport Manager: Commercial.
1. AV:
2. Com'l: (205) 633-4510
3. Hours: 0001-2400 M-SU
(15) Embargo in Effect?: No
(16) Special Instructions:

b. Shipping and Receiving--Motor.

(1) Type Service: TL.
(a) Commodity: All
1. Destination: Bldg 101, US Coast Guard Group, S Broad St, Mobile, AL
2. ZIP: 36615-1390
3. SPLC: 479800000
(2) Type Service: LTL
(a) Commodity: All
1. Destination: Bldg 101, US Coast Guard Group, S Broad St, Mobile, AL
2. ZIP: 36615-1390
3. SPLC: 479800000

(3) Type Service: Freight Forwarder.
(a) Commodity: All
1. Destination: Bldg 101, US Coast Guard Guard Group, S Broad St, Mobile, AL
2. ZIP: 36615-1390
3. SPLC: 479800000
(4) Maximum Daily Trailer Processing.
(a) Peacetime.
1. Number of Trailers--Load: 1
2. Number of Trailers--Unload: 1
(b) Peacetime With Concurrent Rail Operations.
1. Number of Trailers--Load: 1
2. Number of Trailers--Unload: 1
(c) Mobilization.
1. Number of Trailers--Load: 2
2. Number of Trailers--Unload: 2
(d) Mobilization With Concurrent Rail Operations.
1. Number of Trailers--Load: 2
2. Number of Trailers--Unload: 2
(5) Heavy Lift.
(a) Type Equipment: Forklift
1. Maximum Capacity: 2 tons
2. Location: Activity
3. Advance Notice to Consignee Required?: No
(6) A&E Facilities?: No
(7) Safe Haven Facilities?: No
(8) Refuge Facilities?: Yes
(9) Bulk Liquids (by tank truck)?: Yes
(a) Type Bulk Liquids Received: MOGAS & Diesel
(10) Containerized Cargo Facilities?: No
(11) REPSHIP Required?: No
(12) Prelodge?: No
(13) Multiple Stop Deliveries?: No
(14) Transit Facility?: No
(15) Remarks:

c. Shipping and Receiving--Rail.

(1) Type Service: CL (Box car).
(a) Commodity: All
1. Destination: US Coast Guard Group, Brookley Complex, Mobile,

AL
2. ZIP: 36615
3. SPLC: 479800000
4. Carrier: CSX Transp
(a) SCAC: CSXT
(b) Type Delivery: Team track 5 miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(2) Type Service: CL (Flat car).
(a) Commodity: All
1. Destination: US Coast Guard Group, Brookley Complex, Mobile, AL
2. ZIP: 36615
3. SPLC: 479800000
4. Carrier: CSX Transp
(a) SCAC: CSXT
(b) Type Delivery: Team track 5 miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(3) Type Service: CL (Tank Car).
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(4) Type Service: CL (Gondola).
(a) Commodity: All
1. Destination: US Coast Guard Group, Brookley Complex, Mobile, AL
2. ZIP: 36615
3. SPLC: 479800000
4. Carrier: CSX Transp
(a) SCAC: CSXT

(b) Type Delivery: Team track 5 miles
(5) Type Service: CL (Hopper).
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier
(a) SCAC:
(b) Type Delivery:
(6) Type Service: LCL
(a) Commodity: All
1. Destination: US Coast Guard Group, Brookley Complex, Mobile, AL
2. ZIP: 36615
3. SPLC: 479800000
4. Carrier: CSX Transp
(a) SCAC: CSXT
(b) Type Delivery: Team track 5 miles
(7) Type Service: TOFC
(a) Commodity: All
1. Destination: US Coast Guard Group, Brookley Complex, Mobile, AL
2. ZIP: 36615
3. SPLC: 479800000
4. Carrier: CSX Transp
(a) SCAC: CSXT
(b) Type Delivery: Team track 5 miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(8) Type Service: COFC.
(a) Commodity: All
1. Destination: US Coast Guard Group, Brookley Complex, Mobile, AL
2. ZIP: 36615
3. SPLC: 479800000
4. Carrier: CSX Transp
(a) SCAC: CSXT
(b) Type Delivery: Team track 5 miles
(c) Type Ramp--Portable:

(d) Type Ramp--Stationary:
(9) Type Service: Bilevel.
(a) Commodity:
1. Destination:
2. ZIP
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(10) Type Service: Trilevel.
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(11) Maximum Daily Box Car Processing.
(a) Peacetime.
1. Number of Box Cars--Load: 1
2. Number of Box Cars--Unload: 1
(b) Peactime With Concurrent Truck Operations.
1. Number of Box Cars--Load: 1
2. Number of Box Cars--Unload: 1
(c) Mobilization.
1. Number of Box Cars--Load: 1
2. Number of Box Cars--Unload: 1
(d) Mobilization With Concurrent Truck Operations.
1. Number of Box Cars--Load: 1
2. Number of Box Cars--Unload: 1
(12) Heavy Lift.
(a) Type Equipment: Forklift
1. Maximum Capacity: 2 tons
2. Location: Activity
3. Advance Notice to Consignee Required?: Yes
(13) Storage Space (Rail Cars): None
(14) A&E Facilities?: No
(15) Bulk Liquids (by tank car)?: No
(16) Containerized Cargo Facilities?: No

(17) REPSHIP Required?: No
(18) Transit Facility?: No
(19) Remarks: Note 10

d. Shipping and Receiving--Air.

(1) Type Service: Scheduled.
(a) Commodity: All
1. Destination: US Coast Guard Group, Mobile--Bates Field, Mobile, AL
2. ZIP: 36601
3. SPLC: 479800000
4. Distance: 22 miles
5. Type Delivery: Carrier
(2) Type Service: Charter
(a) Commodity: All
1. Destination: US Coast Guard Group, Mobile--Bates Field, Mobile, AL
2. ZIP: 36601
3. SPLC: 479800000
4. Distance: 22 miles
5. Type Delivery: Gov't pickup
(3) Type Service: Air Taxi.
(a) Commodity: All
1. Destination: US Coast Guard Group, Mobile--Bates Field, Mobile, AL
2. ZIP: 36601
3. SPLC: 479800000
4. Distance: 22 miles
5. Type Delivery: Gov't pickup
(4) Type Service: Freight Forwarder.
(a) Commodity: All
1. Destination: US Coast Guard Group, Mobile--Bates Field, Mobile, AL
2. ZIP: 36601
3. SPLC: 479800000
4. Distance: 22 miles
5. Type Delivery: Carrier
(5) Type Service: Logair
(a) Commodity: All
1. Destination: US Coast Guard Group, Mobile-Eglin AFB, FL

2. ZIP: 32542-5270
3. SPLC: 479800000
4. Distance: 110 miles
5. Type Delivery: Gov't pickup
(6) Type Service: Quicktrans
(a) Commodity: All
1. Destination: US Coast Guard Group, Mobile--Sherman Field, NAS, Pensacola, FL
2. ZIP: 32508-6200
3. SPLC: 479800000
4. Distance: 55 miles
5. Type Delivery: Gov't pickup
(7) Type Service: Military
(a) Commodity: All
1. Destination: US Coast Guard Group, Mobile--Keesler AFB, Mobile, AL
2. ZIP: 39534-5270
3. SPLC: 479800000
4. Distance: 60 miles
5. Type Delivery: Gov't pickup
(8) A&E Facilities?: No
(9) Ground Support Equipment.
(a) Commercial: Bates Field, Mobile, AL
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(10) Ground Support Equipment.
(a) Military: Keesler AFB, MS
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(11) Remarks: Note 10

e. Shipping and Receiving--Bus.

(1) Type Service: Package Express.
(a) Destination: US Coast Guard Group,

Mobile, AL
1. ZIP: 36601
2. SPLC: 479800000
3. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal: Mobile, AL
(c) Distance: 5 miles
4. Carrier: Trailways
(a) SCAC: TBS
(b) Terminal: Mobile, AL
(c) Distance: 5 miles
(2) Remarks: Note 10
f. Shipping and Receiving--Water.
(1) Type Service.
(a) Breakbulk.
1. Destination: Coast Guard Group,
Mobile--Alabama State Docks,
Mobile, AL
(a) Distance: 5 miles
(b) ZIP: 36601
(c) SPLC: 479800000
(b) Container.
1. Destination: Coast Guard Group,
Mobile--Alabama State Docks,
Mobile, AL
(a) Distance: 5 miles
(b) ZIP: 36601
(c) SPLC: 479800000
(c) Barge Ship.

1. Destination: Coast Guard Group,
Mobile--Alabama State Docks,
Mobile, AL
(a) Distance: 5 miles
(b) ZIP: 36601
(c) SPLC: 479800000
(d) Roll-on/Roll-off.
1. Destination: Coast Guard Group,
Mobile--Alabama State Docks,
Mobile, AL

(a) Distance: 5 miles
(b) ZIP: 36601
(c) SPLC: 479800000
(e) Tug & Barge.
1. Destination: Coast Guard Group,
Mobile--Alabama State Docks,
Mobile, AL
(a) Distance: 5 miles
(b) ZIP: 36601
(c) SPLC: 479800000
(f) Remarks: Note 10

g. Passenger traffic.

(1) Type Service: Air Scheduled.
(a) Destination: Coast Guard Group,
Mobile, AL
1. Airport: Bates Field
2. City/Airport Code: MOB
3. Terminal Distance: 22 miles
4. Taxi Fare: $20
5. Limousine Fare: $20
6. Bus Fare:
7. Rental Vehicle Available?: Yes
(2) Type Service: Air Charter.
(a) Destination: Mobile, AL
1. Airport: Bates Field
2. City/Airport Code: MOB
3. Terminal Distance: 22 miles
(3) Military Air Facility.
(a) Destination: Keesler AFB, MS
1. Distance: 60 miles
2. Taxi Fare:
3. Limousine Fare:
4. Bus Fare:
5. Rental Vehicle Available?: Yes
(4) Type Service: Bus Scheduled.
(a) Destination: Mobile, AL
1. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal Distance: 5 miles
(c) Rental Vehicle Available?: Yes
2. Carrier: Trailways
(a) SCAC: TBS
(b) Terminal Distance: 5 miles
(c) Rental Vehicles Available?: Yes

(5) Type Service: Bus Charter.
(a) Destination: US Coast Group,
S Broad St, Mobile, AL
(6) Type Service: Rail Scheduled.
(a) Destination:
1. Carrier:
(a) SCAC:
(b) Terminal Distance:
(c) Rental Vehicles Available?:
(7) Type Service: Special Train.
(a) Destination:
(8) Lodging.
(a) Gov't Facilities?: No
(b) Hotel/Motel: Stouffer Riverview
Plaza
1. Location: 64 Water St, Mobile, AL
2. Phone: (800) 468-3571
3. Rate: $38
4. Airport Distance: 28 miles
5. Taxi Fare: $18
6. Limousine Fare: $18
7. Bus Fare:
(c) Hotel/Motel: Tourway Inn
1. Location: 1119 Government St,
Mobile, AL
2. Phone: (800) 633-3131
3. Rate: $20
4. Airport Distance: 12 miles
5. Taxi Fare: $15
6. Limousine Fare: $15
7. Bus Fare:
(d) Hotel/Motel: Ramada Inn-Airport
1. Location: 600 S Beltline Hwy,
Mobile, AL
2. Phone: (800) 272-6232
3. Rate: $41
4. Airport Distance: 11 miles
5. Taxi Fare: $12
6. Limousine Fare: $12
7. Bus Fare:
(9) Commercial Travel Office.
(a) Name: SATO
(b) Location: Aviation Training Ctr,
Mobile, AL
(10) GSA Travel Management Center?: No
(11) Remarks:

Chapter 2
Arizona

2-1. MARINE CORPS AIR STATION, YUMA

a. General.

(1) Review Date: 15 Aug 88
(2) POC Name: 1st Lt Marsha Hayden
(3) Phone: AV 951-2019
(4) GBLOC: KDML
(5) AAC: M62974
(6) Mail Address: Transportation Officer, Marine Corps Air Station, ATTN: 3KDI, Yuma, AZ 85369-5030
(a) Express Mail: Bldg 328, Marine Corps Air Station, Yuma, AZ 85369-5030
(b) Small Package Express: Bldg 328, Marine Corps Air Station, Yuma, AZ 85369-5030
(7) Message Address: MCAS YUMA AZ// 3KDI//
(8) Consignee Address: Transportation Officer, Marine Corps Air Station, ATTN: 3KDI, Bldg 328, Yuma, AZ 85369-5030
(9) County: Yuma
(10) Location: Main entrance on Ave 3E
(11) Population: 50,000
(12) Host Activity?: Yes
(13) Tenant or Satellite Activities?: Yes
(a) Name: MC Air Station Sqdn
1. AAC: N62974
(b) Name: Marine Wing Weapons Unit 3
1. AAC: M96036
(c) Name: Marine Attack Sqdn 513
1. AAC: R09231

(d) Name: Marine Air Control Sqdn 7
1 AAC: M00974
(e) Name: Marine Wing Supt Sqdn 371
1. ACC: M00371
(f) Name: Marine Fighter Training Sqdn
401
1. AAC: N55242
(g) Name: Marine Attack Sqdn 211
1. ACC: R09142
(h) Name: Marine Attack Sqdn 214
1 AAC: R09436
(14) Telephone Directory.
(a) TO/Tfc Mgr.
1. AV: 951-2019
2. Com'l: (602) 726-2019
3. Hours: 0700-1530 M-F-EH
(b) MTMC POC.
1. AV: 951-2019
2. Com'l: (602) 726-2019
3. Hours: 0700-1530 M-F-EH
(c) Shipping.
1. AV: 951-2743
2. Com'l: (602) 726-2743
3. Hours: 0700-1530 M-F-EH
(d) Receiving.
1. AV: 951-2744
2. Com'l: (602) 726-2744
3. Hours: 0700-1530 M-F-EH
(a) Holiday Schedule.
(1) Dates:
(e) Emergency.
1. AV: 951-2743
2. Com'l: (602) 726-2743
3. Hours: 0700-1530 M-F-EH
(f) Emergency--After Duty Hours.
1. AV: 951-2253
2. Com'l: (602) 726-2253
(g) Express Mail.
1. AV: 951-2744
2. Com'l: (602) 726-2744
3. Hours: 0700-1530 M-F-EH
(h) Express Mail-After Duty Hours.
1. AV: 951-2253
2. Com'l: (602) 726-2253
(i) Small Package Express.
1. AV: 951-2744

2. Com'l: (602) 726-2744
3. Hours: 0700-1530 M-F-EH
(j) Small Package Express-After Duty Hours.
1. AV: 951-2253
2. Com'l: (602) 726-2253
(k) Safe Haven/Refuge.
1. AV: 951-2155
2. Com'l: (602) 726-2155
3. Hours: 0700-1530 M-F-EH
(l) Safe Haven/Refuge--After Duty

Hours:
1. AV: 951-2220
2. Com'l: (602) 726-2220
(m). Passenger: CTO
1. AV: 951-2735
2. Com'l: (602) 726-2735
3. Hours: 0730-1630 M-F-EH
(n) BOQ Reservations.
1. AV: 951-3094
2. Com'l: (602) 726-3094
3. Hours: 0001-2400 M-Su
(o) Airport Manager: Military.
1. AV: 951-2325
2. Com'l: (602) 726-2325
3. Hours: 0001-2400 M-Su
(p) Airport Manager: Commercial.
1. AV:
2. Com'l: (602) 344-4227
3. Hours: 0430-2300 M-Su
(15) Embargo in Effect?: No
(16) Special Instructions:

b. Shipping and Receiving--Motor.

(1) Type Service: TL.
(a) Commodity: A&E
1. Destination: Thru Gate 13, MCAS, Yuma, AZ
2. ZIP: 85369-5030
3. SPLC: 798190280
(B) Commodity: Commissary items
1. Destination: Bldg 590, MCAS, Yuma, AZ
2. ZIP: 85369-5030

3. SPLC: 798190280
(c) Commodity: Medical
1. Destination: Bldg 692, MCAS,
Yuma, AZ
2. ZIP: 85369-5030
3. SPLC: 798190280
(d) Commodity: All other
1. Destination: Bldg 328, MCAS,
Yuma, AZ
2. ZIP: 85369-5030
3. SPLC: 798190280
(2) Type Service: LTL.
(a) Commodity: All
1. Destination: Bldg 328, MCAS,
Yuma, AZ
2. ZIP: 85369-5030
3. SPLC: 798190280 Type Service:
Freight Forwarder.
(a) Commodity: All
1. Destination: Bldg 328, MCAS,
Yuma, AZ
2. ZIP: 85369-5030
3. SPLC: 798190280
(4) Maximum Daily Trailer Processing.
(a) Peacetime.
1. Number of Trailers-Load: 20
2. Number of Trailers-Unload: 20
(b) Peacetime With Concurrent Rail
Operations.
1. Number of Trailers-Load: 4
2. Number of Trailers-Unload: 4
(c) Mobilization.
1. Number of Trailers-Load: 40
2. Number of Trailers-Unload: 40
(d) Mobilization With Concurrent Rail
Operations.
1. Number of Trailers-Load: 8
2. Number of Trailers-Unload: 8
(5) Heavy Lift.
(a) Type Equipment: Crane
1. Maximum Capacity: 20 tons
2. Location: Activity
3. Advance Notice to Consignee
Required?: Yes
(6) A&E Facilities?: Yes
(a) N.E.W. Capacity: 25 tons

(b) Consignee Approval Prior to
Shipment?: No
(7) Safe Haven Facilities?: Yes
(a) N.E.W. Capacity: 5 tons
(8) Refuge Facilities?: Yes
(9) Bulk Liquids (by tank truck)?: Yes
(a) Type Bulk Liquids Received: JP-4,
JP-5, MOGAS, diesel
(10) Containerized Cargo Facilities?: No
(11) REPSHIP Required?: Yes
(a) Minimum Number of Loads: 1
(b) Commodity: Class A or B A&E
(12) Prelodge?: No
(13) Multiple Stop Deliveries?: No
(14) Transit Facility?: No
(15) Remarks:

c. Shipping and Receiving-Rail.

(1) Type Service: CL (Box car).
(a) Commodity: All
1 Destination: MCAS, Yuma, AZ
2. ZIP: 85369-280
3. SPLC: 79819080
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Gov't switch
(c) Type Ramp-Portable:
(d) Type Ramp-Stationary: Dock
(e) Disability Cost-Load: $190
(f) Disability CostUnload: $120
(2) Type Service: CL (Flat car).
(a) Commodity: All
(1) Destination: MCAS, Yuma, AZ
2. ZIP: 85369
3. SPLC: 79819080
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Gov't switch

(c) Type Ramp-Portable:
(d) Type Ramp-Stationary: Side End.
(e) Disability Cost-Load: $190
(f) Disability Cost-Unload: $120
(3) Type Service: CL (Tank car).
(a) Commodity: All
1. Destination: MCAS, Yuma, AZ
2. ZIP: 85369
3. SPLC: 798190280
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Gov't switch
(4) Type Service: CL (Gondola).
(a) Commodity: All
1. Destination: MCAS, Yuma, AZ
2. ZIP: 85369
3. SPLC: 798190280
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Gov't switch
(5) Type Service: CL (Hopper).
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(6) Type Service: LCL.
(a) Commodity: All
1. Destination: MCAS, Yuma, AZ
2. ZIP: 85369
3. SPLC: 798190280
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Gov't switch
(7) Type Service: TOFC.
(a) Commodity: All
1. Destination: MCAS, Phoenix, AZ
2. ZIP: 85026
3. SPLC: 798190280
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Team track 180 miles

(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(8) Type Service: COFC.
(a) Commodity: All
1. Destination: MCAS, Phoenix, AZ
2. ZIP: 85026
3. SPLC: 798190280
4. Carrier:
(a) SCAC:
(b) Type Delivery: Team track 180
miles
(c) Type Ramp--Portable
(d) Type Ramp--Stationary
(9) Type Service: Bilevel.
(a) Commodity: All
1. Destination: MCAS, Phoenix, AZ
2. ZIP: 85026
3. SPLC: 797000000
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Team track 180
miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(10) Type Service: Trilevel.
(a) Commodity: All
1. Destination: MCAS, Phoenix, AZ
2. ZIP: 85026
3. SPLC: 797000000
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Team track 180
miles
(c) Type Ramp-Portable:
(d) Type Ramp-Stationary:
(11) Maximum Daily Box Car Processing.
(a) Peacetime.
1. Number of Box Cars-Load: 1
2. Number of Box Cars-Unload: 2
(b) Peacetime With Concurrent Truck
Operations.
1. Number of Box Cars-Load: 1
2. Number of Box Cars-Unload: 1
(c) Mobilization.
1. Number of Box Cars-Load: 2
2. Number of Box Cars-Unload: 3

(d) Mobilization With Concurrent Truck Operations.
1. Number of Box Cars-Load: 3
2. Number of Box Cars-Unload: 4
(12) Heavy Lift.
(a) Type Equipment: Crane
1. Maximum Capacity: 20 tons
2. Location: Activity
3. Advance Notice to Consignee Required?: Yes
(13) Storage Space (Rail Cars): None
(14) A&E Facilities?: Yes
(a) N.E.W. Capacity: 25 tons
(b) Consignee Approval Prior to Shipment?: No
(15) Bulk Liquids (by tank car)?: Yes
(a) Type Bulk Liquids Received: JP-4, JP-5, MOGAS, diesel
(16) Containerized Cargo Facilities? No
(17) REPSHIP Required?: No
(18) Transit Facility?: No
(19) Remarks: Note 5

d. Shipping and Receiving--Air.

(1) Type Service: Scheduled.
(a) Commodity: All
1. Destination: MCAS, Yuma-Sky Harbor Int'l Airport, Phoenix, AZ
2. ZIP: 85034
3. SPLC: 798190280
4. Distance: 186 miles
5. Type Delivery: Second B/L
6. Delivery Carrier: LA Yuma Freight Lines
(a) SCAC: LAYM
7. Delivery Carrier: GI Trucking
(a) SCAC: GITC
8. Delivery Carrier: Hurley Trucking
(a) SCAC: HTGQ
(2) Type Service: Charter.
(a) Commodity: All
1. Destination: MCAS, Yuma, AZ
2. ZIP: 85369-5030
3. SPLC: 798190280
4. Distance: None

5. Type Delivery: Gov't pickup
(3) Type Service: Air Taxi.
(a) Commodity: Class A or B A&E
1. Destination: MCAS, Yuma, AZ
2. ZIP: 85369-5030
3. SPLC: 798190280
4. Distance: None
5. Type Delivery: Gov't pickup
(4) Type Service: Freight Forwarder
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Distance:
5. Type Delivery:
6. Delivery Carrier:
(a) SCAC:
(5) Type Service: Logair.
(a) Commodity: All
1. Destination: MCAS, Yuma-Luke AFB, Litchfield Park, AZ
2. ZIP: 85309-5270
3. SPLC: 798190280
4. Distance: 171 miles
5. Type Delivery: Second B/L
6. Delivery Carrier: LA Yuma Freight Lines
(a) SCAC: LAYM
7. Delivery Carrier: GI Trucking
(a) SCAC: GITC
(6) Type Service: Quicktrains.
(a) Commodity: All
1. Destination: MCAS, Yuma-NAS, North Island, CA
2. ZIP: 92135-5019
3. SPLC: 798190280
4. Distance: 188 miles
5. Type Delivery: Second B/L
6. Delivery Carrier: GI Trucking
(a) SCAC: GITC
7. Delivery Carrier: Pyreduct
(a) SCAC: PYRE
(7) Type Service: Military.
(a) Commodity: All
1. Destination: MCAS, Yuma, AZ
2. ZIP: 85369-5030

3. SPLC: 798190280
4. Distance: None
5. Type Delivery: Gov't pickup
(8) A&E Facilities?: Yes
(a) N.E.W. Capacity: 20 tons
(b) Consignee Approval Prior to
Shipment?: No
(9) Ground Support Equipment.
(a)Commercial: Yuma Int'l
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: No
6. Lavatory Service Truck?: No
(b) Commercial: Sky Harbor Int'l
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(10) Ground Support Equipment.
(a) Military: MCAS, Yuma
1. Stairs?: Yes
2. Tow Tractors?: No
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: No
6. Lavatory Service Truck?: No
(b) Military: Luke AFB
1. Stairs?: Yes

2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(c) Military: NAS, North Island
1. Stairs?: Yes

2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(11) Remark: Note 10

e. Shipping and Receiving--Bus.

(1) Type Service: Package Express.
(a) Destination: MCAS, Yuma, AZ
1. ZIP: 85364
2. SPLC: 798190280
3. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal: Yuma, AZ
(c) Distance: 5 miles
(2) Remark: Note 10

f. Shipping and Receiving--Water.

(1) Type Service.
(a) Breakbulk.
1. Destination: Marine Corps Air Station, Yuma--San Diego, CA
(a) Distance: 185 miles
(b) ZIP: 92101
(c) SPLC: 798190280
(b) Container.
1. Destination:
(b) ZIP:
(c) SPLC:
(c) Barge Ship:
1. Destination: Marine Corps Air Station, Yuma--San Diego, CA
(a) Distance: 185 miles
(b) ZIP: 92101
(c) SPLC: 798190280
(d) Roll-on/Roll-off.
1. Destination:
(a) Distance:
(c) SPLC:
(e) Tug & Barge.
1. Destination:
(a) Distance:
(b) ZIP:

(c) SPLC: Remarks:

g. Passenger traffic.

(1) Type Service: Air Scheduled.
(a) Destination: Yuma, AZ
1. Airport: Yuma Int'l
2. City/Airport Code: YUM
3. Terminal Distance: 2 miles
4. Taxi Fare: $2
5. Limousine Fare:
6. Bus Fare:
7. Rental Vehicles Available?: Yes
(2) Type Service: Air Charter.
(a) Destination: Phoenix, AZ
1. Airport: Sky Harbor Int'l
2. City/Airport Code: PHX
3. Terminal Distance: 185 miles
(3) Military Air Facility.
(a) Destination MCAS, Yuma, AZ
1. Distance None
2. Taxi Fare:
3. Limousine Fare:
4. Bus Fare:
5. Rental Vehicles Available?: No
(4) Type Service: bus Scheduled.
(a) Destination: Yuma, AZ
1. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal Distance: 5 miles
(c) Rental Vehicles Available?: No
(5) Type Service: Bus Charter.
(a) Destination: MCAS, Yuma, AZ
(6) Type Service: Rail Scheduled.
(a) Destination: Yuma, AZ
1. Carrier: AMTRAK
(a) SCAC: AMTK
(b) Terminal Distance: 5 miles
(c) Rental Vehicles Available?: Yes
(7) Type Service: Special Train.
(a) Destination: Yuma, AZ
(8) Lodging.
(a) Gov't Facilities?: Yes
1. Rate: $6
2. Latest Arrival Time: 2400 hours
(b) Hotel/Motel: TravelLodge

1. Location: 711 E 32nd St, Yuma,
AZ
2. Phone: (800)255-3050
3. Rate: $33
4. Airport Distance: 2 miles
5. Taxi Fare: $7
6. Limousine Fare:
7. Bus Fare:
(c) Hotel/Motel: Best Western--Chilton
Inn
1. Location: 300 E 32nd St, Yuma
AZ
2. Phone: (800) 528-1234
3. Rate: $41
4. Airport Distance: 2 miles
5. Taxi Fare: $7
6. Limousine Fare:
7. Bus Fare:
(9) Commercial Travel Office.
(c) Name: SATO
(b) Location: Bldg 151, MCAS, Yuma,
AZ
(10) GSA Travel Management Center?: No
(11) Remarks:

CHAPTER 3
California

3-1. FLEET HOSPITAL SUPPORT
OFFICE, ALAMEDA

a. General.

(1) Review Date: 18 Aug 88
(2) POC Name: Arthur L. Smith
(3) Phone: AV 836-5867
(4) GBLOC: LDNB
(5) AAC: N68610
(6) Mail Address: Transportation Officer,
Fleet Hospital Support Office, ATTN: Code

043, 620 Central Ave, Bldg 5, Alameda,
CA 94501-3874
(a) Express Mail: Bldg 5, Rm 201, Fleet
Hospital Support Office, 620 Central
Ave, Alameda, CA 94501-3874
(b) Small Package Express: Bldg 368,
Fleet Hospital Support Office-NSC
Oakland, Alameda Annex, Alameda, CA
94501-5207
(7) Message Address: FLEHOSPSUPPOFF
AlAMEDA CA//CODE 043//
(8) Consignee Address: Transportation
Officer, Fleet Hospital Support Office-NSC
Oakland, Bldg 368, Alameda Annex,
Alameda, CA 94501-5207
(9) County: Alameda
(10) Location: Main entrance at 620
Central Ave, Alameda
(11) Population: 75,000
(12) Host Activity?: Yes
(13) Tenant or Satellite Activities?: No
(14) Telephone Directory.
(a) TO/Tfc Mgr.
1. AV: 836-5867
2. Com'l: (415) 273-4440
3. Hours: 0730-1600 M-F-EH
(b) MTMC POC.
1. AV: 836-5867
2. Com'l: (415) 273-4440
3. Hours: 0730-1600 M-F-EH
(c) Shipping.
1. AV:
2. Com'l: (415) 769-3663
3. Hours: 0700-1400 M-F-EN
(d) Receiving.
1. AV:
2. Com'l: (415) 769-3623
3. Hours: 0700-1400 M-F-EH
(a) Holiday Schedule.
(1) Dates:
(e) Emergency.
1. AV: 836-5867
2. Com'l: (415) 273-4440
3. Hours: 0730-1600 M-F-EH
(f) Emergency--After Duty Hours.
1. AV:

2. Com'l: (415) 769-3644
(g) Express Mail.
1. AV: 836-5867
2. Com'l: (415) 273-4440
3. Hours: 0730-1600 M-F-EH
(h) Express Mail-After Duty Hours.
1. AV:
2. Com'l: (415) 769-3644
(i) Small Package Express.
1. AV:
2. Com'l: (415) 769-3623
3. Hours: 0700-1400 M-F-EH
(j) Small Package Express--After Duty Hours.
1. AV:
2. Com'l: (415) 769-3644
(k) Safe Haven/Refuge: NA
(l) Safe Haven/Refuge--After Duty Hours: NA
(m) Passenger: CTO
1. AV: 686-2851
2. Com'l: (415) 869-2851
3. Hours: 0800-1600 M-F-EH
(n) BOQ Reservations:
1. AV: 686-4526
2. Com'l: (415) 869-4526
3. Hours: 0800-1600 M-Su
(o) Airport Manager: Military.
1. AV: 686-3530
2. Com'l: (415) 869-3530
3. Hours: 0615-2300 M-Su
(p) Airport Manager: Commercial.
1. AV:
2. Com'l: (415) 577-4900
3. Hours: 0001-2400 M-Su
(g) Office: Travis AFB
1. AV: 837-3705
2. Com'l: (707) 438-3705
3. Hours: 0001-2400 M-Su
(15) Embargo in Effect?: No
(16) Special Instructions:

b. Shipping and Receiving--Motor.

(1) Type Service: TL.
(a) Commodity: Vehicles & Generators

1. Destination: Fleet Hospital Support Office, Whse 609, Naval Communications Station, Stockton, CA
2. ZIP: 95203-5000
3. SPLC: 876442290
(b) Commodity: All other
1. Destination: Fleet Hospital Support Office, Bldg 368, NSC Oakland, Alameda Annex, Alameda, CA
2. ZIP: 94501-5207
3. SPLC: 876442290
(2) Type Service: LTL.
(a) Commodity: Vehicles & Generators
1. Destination: Fleet Hospital Support Office, Whse 609, Naval Communications Station, Stockton, CA
2. ZIP: 95203-5000
3. SPLC: 87644290
(b) Commodity: All other
1. Destination: Fleet Hospital Support Office, Bldg 368, NSC Oakland, Alameda Annex, Alameda, CA
2. ZIP: 94501-5207
3. SPLC: 876442290
(3) Type Service: Freight Forwarder.
(a) Commodity: All
1. Destination: Fleet Hospital Support Office, Bldg 368. NSC Oakland, Alameda Annex, Alameda, CA
2. ZIP: 94501-5207
3. SPLC: 876442290
(4) Maximum Daily Trailer Processing.
(a) Peacetime.
1. Number of Trailers--Load: 8
2. Number of Trailers--Unload: 8
(b) Peacetime With Concurrent Rail Operations.
1. Number of Trailers--Load: 5
2. Number of Trailers--Unload: 5
(c) Mobilization.
1. Number of Trailers--Load: 12
2. Number of Trailers--Unload: 12
(d) Mobilization With Concurrent Rail Operations.

1. Number of Trailers--Load: 8
2. Number of Trailers--Unload: 8
(5) Heavy Lift.
(a) Type Equipment: Forklift
1. Maximum Capacity: 12 tons
2. Location: Activity
3. Advance Notice to Consignee
Required?: Yes
(6) A&E Facilities?: No
(7) Safe Haven Facilities?: No
(8) Refuge Facilities?: No
(9) Bulk Liquids (by tank truck)?: No
(10) Containerized Cargo Facilities?: No
(11) REPSHIP Required?: Yes
(a) Minimum Number of Loads: 1
(b) Commodity: Controlled substances
(12) Prelodge?: No
(13) Multiple Stop Deliveries?: No
(14) Transit Facility?: No
(15) Remarks: Note 1 & 3

c. Shipping and Receiving--Rail.

(1) Type Service: CL (Box car).
(a) Commodity: Generators & Vehicles
1. Destination: Fleet Hospital Support
Office, Naval Communications Station,
Stockton, CA
2. ZIP: 95203-5000
3. SPLC: 876442290
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Direct
(c) Type Ramp--Portable: Side End
(d) Type Ramp--Stationary: Side
5. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Direct
(c) Type Ramp--Portable: Side End
(d) Type Ramp--Stationary: Side
6. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Direct
(c) Type Ramp--Portable: Side End
(d) Type Ramp--Stationary: Side
(b) Commodity: All other

1. Destination: Fleet Hospital Support
Office, Alameda Facility, Whse 2,
Track 2432, Alameda, CA
2. ZIP: 94501
3. SPLC: 876442290
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: Side
(e) Disability Cost--Load: $450
(f) Disability Cost--Unload: $450
5. Carrier: Union Pacific
(a) SCAC: UP

(b) Type Delivery: Recip switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
6. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Recip switch
(c) Type Ramp--Portable: Side End
(d) Type Ramp--Stationary: Side
(2) Type Service: CL (Flat car).
(a) Commodity: Vehicles & Generators
1. Destination: Fleet Hospital Support
Office, Naval Communications Station,
Stockton, CA
2. ZIP: 95203
3. SPLC: 876442290
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Direct
(c) Type Ramp--Portable: Side End
(d) Type Ramp--Stationary: Side
5. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Direct
(c) Type Ramp--Portable: Side End
(d) Type Ramp--Stationary: Side
6. Carrier: Santa Fe Railway

(a) SCAC: ATSF
(b) Type Delivery: Direct
(c) Type Ramp--Portable: Side End
(d) Type Ramp--Stationary: Side
(b) Commodity: All other
1. Destination: Fleet Hospital Support
Office, Alameda Facility, Whse 2,
Track 2432, Alameda, CA
2. ZIP: 94501
3. SPLC: 876442290
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(e) Disability Cost--Load: $450
(f) Disability Cost--Unload: $450
5. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Recip switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
6. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Recip switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(3) Type Service: CL (Tank car).
(a) Commodity:
1. Destination
2. ZIP:
3.. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(4) Type Service: CL (Gondola).
(a) Commodity:
1. Destination
2. ZIP:
3. SPLC:
4.
(a) SCAC:
(b) Type Delivery:
(5) Type Service: CL (Hopper).
(a) Commodity:
1. Destination

2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(6) Type Service: LCL.
(a) Commodity: Vehicles & Generators
1. Destination: Fleet Hospital Support Office, Bldg 609, Naval Communications Station, Stockton, CA
2. ZIP: 95203-5000
3. SPLC: 876442290
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Direct
5. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Direct
6. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Direct
(b) Commodity: All other
1. Destination: Fleet Hospital Support Office, Alameda Facility, Whse 2, Track 2432, Alameda, CA
2. ZIP: 94501
3. SPLC: 876442290
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Direct
5. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Recip switch
6. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Recip switch
(7) Type Service: TOFC.
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(c) Type Ramp--Portable:

(d) Type Ramp--Stationary:
(8) Type Service: COFC.
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(9) Type Service: Bilevel.
(a) Commodity: Vehicles
1. Destination: Fleet Hospital Support Office, Bldg 609, Naval Communications Station, Stockton, CA
2. ZIP: 95203-5000
3. SPLC: 875640000
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Team track 4 miles
(c) Type Ramp--Portable: End
(d) Type Ramp--Stationary: End
5. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Team track 4 miles
(c) Type Ramp--Portable: End
(d) Type Ramp--Stationary: End
6. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Team track 4 miles
(c) Type Ramp--Portable: End
(d) Type Ramp--Stationary: End
(10) Type Service: Trilevel.
(a) Commodity: Vehicles
1. Destination: Fleet Hospital Support Office, Bldg 609, Naval Communications Station, Stockton, CA
2. ZIP: 95203-5000
3. SPLC: 875640000
4. Carrier: Southern Pacific

(a) SCAC: SP
(b) Type Delivery: Team track 4
miles
(c) Type Ramp--Portable: End
(d) Type Ramp--Stationary:End
5. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Team track 4
miles
(c) Type Ramp--Portable: End
(d) Type Ramp--Stationary: End
6. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Team track 4
miles
(c) Type Ramp--Portable: End
(d) Type Ramp--Stationary: End
(11) Maximum Daily Box Car Processing.
(a) Peacetime.
1. Number of Box Cars--Load: 2
2. Number of Box Cars--Unload: 2
(b) Peacetime With Concurrent Truck
Operations
1. Number of Box Cars--Load: 2
2. Number of Box Cars--Unload: 2
(c) Mobilization.
1. Number of Box Cars--Load: 2
2. Number of Box Cars--Unload: 2
(d) Mobilization With Concurrent Truck
Operations.
1. Number of Box Cars--Load: 2
2. Number of Box Cars--Unload: 2
(12) Heavy Lift.
(a) Type Equipment: Crane
1. Maximum Capacity: 25 tons
2. Location: NAS. Alameda, CA
3. Advance Notice to Consignee
Required?: Yes
(13) Storage Space (Rail Cars): None
(14) A&E Facilities?: No
(15) Bulk Liquids (by tank car)?: No
(16) Containerized Cargo Facilities? No
(17) REPSHIP Required?: Yes
(18) Transit Facility?: No
(19) Remarks: Note 1 & 3

d. Shipping and Receiving--Air.

(1) Type Service: Scheduled.
(a) Commodity: All

1. Destination: Fleet Hospital Support Office, Alameda--Oakland Int'l Airport, Oakland, CA
2. ZIP: 94621
3. SPLC: 876442290
4. Distance: 8 miles
5. Type Delivery: Gov't pickup

(2) Type Service: Charter.
(a) Commodity: All
1. Destination: Fleet Hospital Support Office--NAS, Alameda, CA
2. ZIP: 94501
3. SPLC: 876442290
4. Distance: 1 mile
5. Type Delivery: Gov't pickup

(3) Type Service: Air Taxi.
(a) Commodity: All
1. Destination: Fleet Hospital Support Office--NSC Oakland, Alameda Annex, NAS, Alameda, CA
2. ZIP: 94501
3. SPLC: 876442290
4. Distance: 1 mile
5. Type Delivery: Gov't pickup

(4) Type Service: Freight Forwarder.
(a) Commodity: All
1. Destination: Fleet Hospital Support Office--NSC Oakland, Oakland Int'l Airport, Oakland, CA
2. ZIP: 94621
3. SPLC: 876442290
4. Distance: 8 miles
5. Type Delivery: Gov't pickup

(5) Type Service: Logair.
(a) Commodity: All
1. Destination: Fleet Hospital Support

Office--NSC Oakland, Travis AFB,
Fairfield, CA
2. ZIP: 94535-5270
3. SPLC: 876442290
4. Distant: 50 miles
5. Type Delivery: Carrier
6. Delivery Carrier: Manator
(a) SCAC: MAVI
7. Delivery Carrier: Diablo Transp
(a) SCAC: DIAB
(6) Type Service: Quicktrans.
(a) Commodity: All
1. Destination: Fleet Hospital Support
Office--Travis AFB, Fairfield, CA
2. ZIP: 94535-5270
3. SPLC: 876442290
4. Distance: 50 miles
5. Type Delivery: Carrier
6. Delivery Carrier: Manager
(a) SCAC: MAVI
7. Delivery Carrier: Diablo Transp
(a) SCAC: DIAB
(7) Type Service: Military.
(a) Commodity: All
1. Destination: Fleet Hospital Support
Office--NAS, Alameda, CA
2. ZIP: 94501
3. SPLC: 876442290
4. Distance: 1 mile
5. Type Delivery: Gov't pickup
(8) A&E Facilities?: No
(9) Ground Support Equipment.
(a) Commercial: Oakland Int'l
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(10) Ground Support Equipment.
(a) Military: NAS, Alameda
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes

6. Lavatory Service Truck?: Yes
(b) Military: Travis AFB
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(11) Remarks: Note 10

e. Shipping and Receiving--Bus.

(1) Type Service: Package Express.
(a) Destination: Fleet Hospital Support Office--NSC Oakland, Oakland, CA
1. ZIP: 94621
2. SPLC: 876442290
3. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal: Oakland, CA
(c) Distance: 3 miles
4. Carrier: Gov't pickup
(2) Remarks: Note 10

f. Shipping and Receiving--Water:

(1) Type Service.
(a) Breakbulk.
1. Destination: Fleet Hospital Support Office--MOTBA, Oakland, CA
(a) Distance: 9 miles
(b) ZIP: 94626
(c) SPLC: 876442290
(b) Container.
1. Destination: Fleet Hospital Support Office--MOTBA, Oakland, CA
(a) Distance: 9 miles
(b) ZIP: 94626
(c) SPLC: 876442290
(c) Barge Ship.
1. Destination: Fleet Hospital Support Office--MOTBA, Oakland, CA
(a) Distance: 9 miles
(b) ZIP: 94626
(c) SPLC: 876442290
(d) Roll-on/Roll-off.

1. Destination: Fleet Hospital Support Office--MOTBA, Oakland, CA
(a) Distance: 9 miles
(b) ZIP: 94626
(c) SPLC: 876442290
(e) Tug & Barge.
1. Destination: Fleet Hospital Support Office--MOTBA, Oakland, CA
(a) Distance: 9 miles
(b) ZIP: 94626
(c) SPLC: 876442290
(f) Remarks: Note 10

g. Passenger traffic.

(1) Type Service: Air Scheduled.
(a) Destination: Oakland, CA
1. Airport: Oakland Int'l
2. City/Airport Code: OAK
3. Terminal Distance: 8 miles
4. Taxi Fare: $30
5. Limousine Fare:
6. Bus Fare:
7. Rental Vehicles Available?: Yes
(b) Destination: San Francisco, CA
1. Airport: San Francisco Int'l
2. City/Airport Code: SFO
3. Terminal Distance: 25 miles
4. Taxi Fare: $50
5. Limousine Fare: $75
6. Bus Fare:
7. Rental Vehicles Available?: Yes
(2) Type Service: Air Charter.
(a) Destination: Oakland, CA
1. Airport: Oakland Int'l
2. City/Airport Code: OAK
3. Terminal Distance: 8 miles
(b) Destination: San Francisco, CA
1. Airport: San Francisco Int'l
2. City/Airport Code: SFO
3. Terminal Distance: 25 miles
(3) Military Air Facility.
(a) Destination: Travis AFB, Fairfield, CA
1. Distance: 50 miles
2. Taxi Fare: $70

3. Limousine Fare:
4. Bus Fare:
5. Rental Vehicles Available?: Yes
(4) Type Service: Bus Scheduled.
(a) Destination: Oakland, CA
1. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal Distance: 3 miles
(c) Rental Vehicle Available?: Yes
(5) Type Service: Bus Charter.
(a) Destination: Fleet Hospital Support Office, Alameda, CA
(6) Type Service: Rail Scheduled.
(a) Destination: Oakland, CA
1. Carrier: AMTRAK
(a) SCAC: AMTK
(b) Terminal Distance: 5 miles
(7) Type Service: Special Train.
(a) Destination:
(8) Lodging.
(a) Gov't Facilities?: Yes
1. Rate: $4
2. Latest Arrival Time: 1800 hrs
(b) Hotel/Motel: Apple Inn-Embarcadero
1. Location: 1800 Embarcadero Dr, Oakland, CA
2. Phone: (415) 436-0103
3. Rate: $50
4. Airport Distance: 8 miles
5. Taxi Fare: $25
6. Limousine Fare:
7. Bus Fare:
(c) Hotel/Motel: Holiday Inn
1. Location: 500 Hegenberger Rd, Oakland, CA
2. Phone: (800) 465-4329
3. Rate: $55
4. Airport Distance: 1 mile
5. Taxi Fare: $3
6. Limousine Fare:
7. Bus Fare:
(9) Commercial Travel Office.

(a) Name: SATO
(b) Location: Bldg 2, NAS, Alameda, CA
(10) GSA Travel Management Center?: No
(11) Remarks:

AR 55-355/NAVSUPINST 4600.70/AFR 75-2/MCO P4600.14B/COMDTINST M4600.7A/DLAR

3-2. NWS, CONCORD

a. General.

(1) Review Date: 29 Aug 88
(2) POC Name: Mrs. Pat Sanders
(3) Phone: AV 253-5235
(4) GBLOC: LDNM
(5) AAC: N00222
(6) Mail Address: Transportation Officer, Naval Weapons Station, ATTN: Code 115, Concord, CA 94520-5000
(a) Express Mail: Bldg IA-10, Rm 120, Naval Weapons Station, Concord, CA 94520-5000
(b) Small Package Express: Bldg IA-5, Naval Weapons Station, Concord, CA 94520-5000
(7) Message Address: NWS CONCORD CA//CODE 115//
(8) Consignee Address: Transportation Officer, Naval Weapons Station, ATTN: Code 115, Concord, CA 94520-5000
(9) County: Contra Costa
(10) Location: Main entrance on Port Chicago Hwy, 1 mile N of Hwys 4 & 242 intersection, & 3 hwy miles N of Concord
(11) Population: 105,000
(12) Host Activity?: Yes
(13) Tenant or Satellite Activities?: Yes

(a) Name: Mare Island Annex
1. AAC: N60036
2. Delivery Point: Bldg A-72 MIA,
Mare Island, CA
(14) Telephone Directory.
(a) TO/Tfc Mgr.
1. AV: 253-5235
2. Com'l: (415) 671-5235
3. Hours: 0700-1530 M-F-EH
(b) MTMC POC.
1. AV: 253-5235
2. Com'l: (415) 671-5235
3. Hours: 0700-1530 M-F-EH
(c) Shipping.
1. AV: 253-5195
2. Com'l: (415) 246-5195
3. Hours: 0700-1530 M-F-EH
(d) Receiving.
1. AV: 253-5081
2. Com'l: (415) 246-5081
3. Hours: 0730-1200 M-F-EH
(a) Holiday Schedule.
(1) Dates:
(e) Emergency.
1. AV: 253-5235
2. Com'l: (415) 246-5235
3. Hours: 0700-1530 M-F-EH
(f) Emergency--After Duty Hours.
1. AV: 253-5531
2. Com'l: (415) 246-5531
(g) Express Mail.
1. AV: 253-5826
2. Com'l: (415) 671-5826
3. Hours: 0700-1530 M-F-EH
(h) Express Mail-After Duty Hours.
1. AV: 253-5531
2. Com'l: (415) 246-5531
(i) Small Package Express.
1. AV: 253-5507
2. Com'l: (415) 246-5507
3. Hours: 0700-1530 M-F-EH

(j) Small Package Express--After Duty
Hours.
1. AV: 253-5531
2. Com'l: (415) 671-5531

(k) Safe Haven/Refuge.
1. AV: 253-5195
2. Com'l: (415) 671-5195
3. Hours: 0700-1530 M-F-EH
(l) Safe Haven/Refuge--After Duty
Hours.
1. AV: 253-5531
2. Com'l: (415) 671-5531
(m) Passenger: CTO
1. AV: 253-5524
2. Com'l: (415) 671-5524
3. Hours: 0900-2200 M-Su
(n) BOQ Reservations.
1. AV: 253-5348
2. Com'l: (415) 671-5348
3.. Hours: 0700-1530 M-F-EH
(o) Airport Manager: Military.
1. AV: 837-3705
2. Com'l: (707) 438-3705
3. Hours: 0001-2400 M-Su
(p) Airport Manager: Commercial.
1. AV:
2. Com'l: (415) 577-4900
3. Hours: 0001-2400 M-Su
(q) FAX Number.
1. AV: 253-5241
2. Com'l: (415) 246-5241
3. Hours:
(r) Repships:
1. AV: 253-5240
2. Com'l: (415) 246-5241
3. Hours:
(15) Embargo in Effect?: No
(16) Special Instructions: Note 1 & 3.
Contact security 1 hr. prior to arrival (415)
246-5539. After duty hours (415)
246-5531.

b. Shipping and Receiving--Motor

(1) Type Service: TL.
(a) Commodity: A&E
1. Destination: Bldg E-85, Tidal Area,
NWS, Concord, CA
2. ZIP: 94520-5000
3. SPLC: 876180290

(b) Commodity: Lumber
1. Destination: Bldg E-61, Tidal Area, NWS, Concord, CA
2. ZIP: 94520-5000
3. SPLC: 876180290
(c) Commodity: Inert Ordnance
1. Destination: Bldg E-85, Tidal Area, NWS, Concord, CA
2. ZIP: 94520-5000
3. SPLC: 876180290
(d) Commodity: All other
1. Destination: Bldg IA-5, Truck Inspection, Tidal Area, NWS, Concord, CA
2. ZIP: 94520-5000
3. SPLC: 876180290
(2) Type Service: LTL.
(a) Commodity: A&E & inert ordnance
1. Destination: Bldg E-85, Tidal Area, NWS, Concord, CA
2. ZIP: 94520-5000
3. SPLC: 876180290
(b) Commodity: All other
1. Destination: Bldg IA-5, NWS, Concord, CA
2. ZIP: 94520-5000
3. SPLC: 876180290
(3) Type Service: Freight Forwarder.
(a) Commodity: Class C A&E & inert ordnance
1. Destination: Bldg E-85, Tidal Area, NWS, Concord, CA
2. ZIP: 94520-5000
3. SPLC: 876180290
(b) Commodity: All other
1. Destination: Thru main gate, Bldg IA-5, NWS, Concord, CA
2. ZIP: 94520-5000
3. SPLC: 876180290
(4) Maximum Daily Trailer Processing.
(a) Peacetime. 10
1. Number of Trailers--Load: 10
2. Number of Trailers--Unload: 10
(b) Peacetime With Concurrent Rail Operations.
1. Number of Trailers--Load: 10

2. Number of Trailers--Unload: 10
(c) Mobilization.
1. Number of Trailers--Load: 40
2. Number of Trailers--Unload: 40
(d) Mobilization With Concurrent Rail Operations.
1. Number of Trailers--Load: 30
2. Number of Trailers--Unload: 30
(5) Heavy Lift.
(a) Type Equipment: Crane
1. Maximum Capacity: 90 tons
2. Location: Mobile & Navy barge
3. Advance Notice to Consignee Required?: Yes
(6) A&E Facilities?: Yes
(a) N.E.W. Capacity: Unlimited
(b) Consignee Approval Prior to Shipment?: No
(7) Safe Haven Facilities?: Yes
(a) N.E.W. Capacity: Unlimited
(8) Refuge Facilities?: Yes
(9) Bulk Liquids (by tank truck)?: Yes
(a) Type Bulk Liquids Received: Gasoline & diesel fuel
(10) Containerized Cargo Facilities?: Yes
(a) Limiting Factor(s)?: No
(11) REPSHIP Required?: Yes
(a) Minimum Number of Loads: 1
(b) Commodity: All
(12) Prelodge?: No
(13) Multiple Stop Deliveries?: No
(14) Transit Facility?: No
(15) Remarks: Note 1

c. Shipping and Receiving--Rail.

(1) Type Service: CL (Box car).
(a) Commodity: All
1. Destination: NWS, Concord--Port Chicago, CA
2. ZIP: 94520
3. SPLC: 876180290
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Direct
(c) Type Ramp--Portable:

(d) Type Ramp--Stationary: Dock
5. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: Dock
(b) Commodity: All
1. Destination: NWS, Concord--Clyde, CA
2. ZIP: 94520
3. SPLC: 876180290
4. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: Dock
(2) Type Service: CL (Flat car).
(a) Commodity: All
1. Destination: NWS, Concord--Port Chicago, CA
2. ZIP: 94520
3. SPLC: 876180290
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: Dock
5. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: Dock
(b) Commodity: All
1. Destination: NWS, Concord--Clyde, CA
2. ZIP:
3. SPLC: 876180290
4. Carrier: Union Pacific
(a) SCAC: UP

(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: Dock
(3) Type Service: CL (Tank car).
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(4) Type Service: CL (Gondola).
(a) Commodity: All
1. Destination: NWS, Concord--Port Chicago, CA
2. ZIP: 94520
3. SPLC: 876180290
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Direct
5. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Direct
(b) Commodity: All
1. Destination: NWS, Concord--Clyde, CA
2. ZIP: 94520
3. SPLC: 876180290
4. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Direct
(5) Type Service: CL (Hopper).
(a) Commodity: All
1. Destination: NWS, Concord--Port Chicago, CA
2. ZIP: 94520
3. SPLC: 876180290
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Direct
5. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Direct
(b) Commodity: All
1. Destination: NWS, Concord--Clyde, CA

2. ZIP:
3. SPLC: 876180290
4. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Direct
(6) Type Service: LCL.
(a) Commodity: All
1. Destination: NWS, Concord--Port Chicago, CA
2. ZIP: 94520
3. SPLC: 876180290
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Direct
5. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Direct
(b) Commodity: All
1. Destination: NWS, Concord--Clyde, CA
2. ZIP:
3. SPLC: 876180190
4. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Direct
(7) Type Service: TOFC.
(a) Commodity: All
1. Destination: NWS, Concord--Richmond, CA
2. ZIP: 94802
3. SPLC: 876180290
4. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Team track 22 miles
(c) Type Ramp--Portable: End
(d) Type Ramp--Stationary: End
(b) Commodity: All
1. Destination: NWS, Concord--Oakland, CA
2. ZIP: 94617
3. SPLC: 876180290
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Team track 28 miles

(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: End
(c) Commodity: All
1. Destination: NWS, Con-
cord--Stockton, CA
2. ZIP: 95208
3. SPLC: 876180290
4. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Team track 60
miles
(c) Type Ramp--Portable: End
(d) Type Ramp--Stationary: End
(8) Type Service: COFC.
(a) Commodity: All
1. Destination: NWS, Concord--Port
Chicago, CA
2. ZIP: 94520
3. SPLC: 876180290
4. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
5. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(b) Commodity: All
1. Destination: NWS, Con-
cord--Clyde, CA
2. ZIP:
3. SPLC: 876180290
4. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(9) Type Service: Bilevel.
(a) Commodity: All
1. Destination: NWS, Con-
cord--Oakland, Ca
2. ZIP: 94617
3. SPLC: 876430000
4. Carrier: Union Pacific

(a) SCAC: UP
(b) Type Delivery: Team track 28
miles
(c) Type Ramp--Portable: End
(d) Type Ramp--Stationary: End
5. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Team track 28
miles
(c) Type Ramp--Portable: End
(d) Type Ramp--Stationary:
(10) Type Service: Trilevel.
(a) Commodity: All
1. Destination: NWS, Con-
cord--Oakland, CA
2. ZIP: 94617
3. SPLC: 876430000
4. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Team track 28
miles
(c) Type Ramp--Portable: End
(d) Type Ramp--Stationary: End
5. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Team track 28
miles
(c) Type Ramp--Portable: End
(d) Type Ramp--Stationary:
(11) Maximum Daily Box Car Processing.
(a) Peacetime.
1. Number of Box Cars--Load: 40
2. Number of Box Cars--Unload: 40
(b) Peacetime With Concurrent Truck
Operations.
1. Number of Box Cars--Load: 40
2. Number of Box Cars--Unload: 40
(c) Mobilization.
1. Number of Box Cars--Load: 120

2. Number of Box Cars--Unload: 120
(d) Mobilization With Concurrent Truck Operations.
1. Number of Box Cars--Load: 120
2. Number of Box Cars--Unload: 120
(12) Heavy Lift.
(a) Type Equipment: Crane
1. Maximum Capacity: 90 tons
2. Location: Activity
3. Advance Notice to Consignee Required?: Yes
(13) Storage Space (Rail Cars): 588
(a) Sidings: 200
(b) Main Line: 0
(c) Other: 230 Todal & 158 Field
(14) A&E Facilities?: Yes
(a) N.E.W. Capacity: Unlimited
(b) Consignee Approval Prior to Shipment?: No
(15) Bulk Liquids (by tank car)?: No
(16) Containerized Cargo Facilities? Yes
(a) Limiting Factor(s)?: No
(17) REPSHIP Required?: Yes
(a) Minimum Number of Loads: 1
(b) Type Shipment: All
(18) Transit Facility?: No
(19) Remarks: Note 1 COFC, 2 TOFC, 5, 6

d. Shipping and Receiving--Air/

(1) Type Service: Scheduled.
(a) Commodity: All
1. Destination: NWS, Concord--San Francisco--Int'l Airport, San Francisco, CA
2. ZIP: 94101
3. SPLC: 876180290
4. Distance: 46 miles
5. Type Delivery: Carrier
(2) Type Service: Charter.
(a) Commodity: All
1. Destination: NWS, Concord--Oakland Int'l Airport Oakland, CA
2. ZIP: 94621

3. SPCL: 876180290
4. Distance: 30 miles
5. Type Delivery: Carrier
(3) Type Service: Air Taxi.
(a) Commodity: All
1. Destination: NWS, Con-
cord--Travis AFB, Fairfield, CA
2. ZIP: 94535-5270
3. SPLC: 876180290
4. Distance: 35 miles
5. Type Delivery: Carrier
(b) Commodity: All
1. Destination: NWS, Concord--NAS,
Alameda, CA
2. ZIP: 94501
3. SPLC: 876180290
4. Distance: 35 miles
5. Type Delivery: Carrier
(4) Type Service: Freight Forwarder.
(a) Commodity: All
1. Destination: NWS, Con-
cord--Buchanan Dield, Concord, Ca
2. ZIP: 94520
3. SPLC: 876180290
4. Distance: 3 miles
5. Type Delivery: Gov't pickup

(5) Type Service: Logair.
(a) Commodity: All
1. Destination: NWS, Con-
cord--Tavis AFB, Fairfiled, CA
2. ZIP: 94535-5270
3. SPLC: 876180290
4. Distance: 35 miles
5. Type Delivery: Gov't pickup
(6) Type Service: Quicktrans.
(a) Commodity: A&E & Inert
components
1. Destination: NWS, Concord--Bldg
P-1, Travis AFB, Fairfield, CA
2. ZIP: 94535-5270
3. SPLC: 876180290
4. Distance: 35 miles
5. Type Delivery: Carrier Delivery
Carrier:
(7) Type of Service: Military.

(a) Commodity: All
1. Destination: NWS, Concord--Travis AFB, Fairfield, CA
2. ZIP: 94535-5270
3. SPLC: 876180290
4. Distance: 35 miles
5. Type Delivery: Gov't pickup
(8) A&E Facilities?: Yes
(a) N.E.W. Capacity: Unlimited
(b) Consignee Approval Prior to Shipment?: Yes
(9) Ground Support Equipment.
(a) Commercial: San Francisco Int'l
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(b) Commercial: Oakland Int'l
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(10) Ground Support Equipment.
(a) Military: Travis AFB
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters:? Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(b) Military: NAS Alameda, Ca
1. Stairs? Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(11) Remarks: Note 1 all shipment & 12 air taxi

e. Shipping and Receiving--Bus

(1) Type Service: Package Express.
(a) Destination: NWS, Concord, CA
1. ZIP: 94520
2. SPLC: 876180290
3. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal: Concord, CA
(c) Distance: 4 miles
(2) Remarks: Note 10

f. Shipping and Receiving--Water.

(1)_ Type Service.
(a) Breakbulk.
1. Destination: NWS, Concord--Port Chicago, CA
(a) Distance: None
(b) ZIP: 94520-5000
(c) SPLC: 876180290
(d) DODAAC: N60036
(e) GBLOC: LDNM
(b) Container.
1. Destination: NWS, Concord--Port Chicago, CA
(a) Distance: None
(b) ZIP: 94520-5000
(c) SPLC: 876180290
(d) DODAAC: N60036
(e) GBLOC: LDNM
(c) Barge Ship.
1. Destination: NWS, Concord--Port Chicago, CA
(a) Distance: None
(b) ZIP: 94520-5000
(c) SPLC: 876180290
(d) DODAAC: N60036
(e) GBLOC: LDNM
(d) Roll-on/Roll-off.
1. Destination: NWS, Concord--Port Chicago, CA
(a) Distance: None
(b) ZIP: 94520-5000
(c) SPLC: 876180290
(d) DODAAC: N60036
(e) GBLOC: LDNM
(e) Tug & Barge. Distination: NWS,

Concord--Port Chicago, CA
(a) Distance: None
(b) ZIP: 94520-5000
(c) SPLC: 876180290
(d) DODAAC: N60036
(e) GBLOC: LDNM
(f) Remarks:

g. Passenger Traffic.

(1) Type Service: Air Scheduled
(a) Destination: Oakland, CA
1. Airport: Oakland Int'l
2. City/Airport Code: OAK
3. Terminal Distance: 36 miles
4. Taxi Fare: $60
5. Limousine Fare:
6. Bus Fare: 10
7. Rental Vehicles Available?: Yes
(b) Destination: San Francisco, CA
1. Airport: San Francisco Int'l
2. City/Airport Code: SFO
3. Terminal Distance: 46 miles
4. Taxi Fare: $70
5. Limousine Fare:
6. Bus Fare: $15
7. Rental Vehicles Available?: Yes
(c) Destination: Concord, CA
1. Airport: Buchanan Field
2. City/Airport Code: CCR
3. Terminal Distance: 3 miles
4. Taxi Fare: $6
5. Limousine Fare:

6. Bus Fare:
7. Rental Vehicles Available?: Yes
(2) Type Service: Air Charter.
(a) Destination: Concord, CA
1. Airport: Buchanan Field
2. City/Airport Code: CCR

3. Terminal Distance: 3 miles
(3) Military Air Facility.
(a) Destination: Travis AFB, Fairfield, CA
1. Distance: 35 miles
2. Taxi Fare:
3. Limousine Fare:
4. Bus Fare:
5. Rental Vehicles Available?: Yes
(4) Type Service: Bus Scheduled.
(a) Destination: Concord, CA
1. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal Distance: 4 miles
(c) Rental Vehicles Available?: Yes
(5) Type Service: Bus Charter.
(a) Destination: NWS, Concord, CA
(6) Type Service: Rail Scheduled.
(a) Destination: Oakland, CA
1. Carrier: AMTRAK
(a) SCAC: AMTK
(b) Terminal Distance: 32 miles
(c) Rental Vehicles Available?: Yes
(7) Type Service: Special Train.
(a) Destination:
(8) Lodging.
(a) Gov't Facilities?: Yes
1. Rate: $4
2. Latest Arrival Time:
(b) Hotel/Motel: Concord Inn
1. Location: 1401 Willow Pass Rd, Concord, CA
2. Phone: (415)682-7330
3. Rate: $50
4. Airport Distance: 46 miles
5. Taxi Fare: $60
6. Limousine Fare: $12
7. Bus Fare:
(c) Hotel/Motel: Sheraton Hotel
1. Location: 45 John Glenn Dr, Concord, CA
2. Phone: (800) 325-3535
3. Rate: $60
4. Airport Distance: 46 miles
5. Taxi Fare: $60
6. Limousine Fare: $12

7. Bus Fare:
(9) Commercial Travel Office.
(a) Name: SATO
(b) Location: Bldg 739, Mare Island and Naval Shipyard, Vallejo, CA
(10) GSA Travel Management Center?: Yes
(a) Name: Passenger Transportation Office, Treasure Island
(b) Location: San Francisco, CA
(11) Remarks:

3-3. NWS, FLEET ANALYSIS CENTER CORONA

a. General.

(1) Review Date: 23 Aug 88
(2) POC Name: Patsy McClain
(3) Phone: AV 933-4605
(4) GBLOC: LFNV
(5) DODAAC: N64267
(6) Mail Address: Transportation Officer, Naval Weapons Station, Fleet Analysis Center, ATTN: Code 114, Corona, CA 91720-5000
(a) Express Mail: Bldg 205, NWS, Fleet Analysis Center, Corona, CA 91720-5000
(b) Small Package Express: Bldg 205, NWS, Fleet Analysis Center, Corona, CA 91720-5000
(7) Message Address: FLTAC CORONA CA//CODE 114//
(8) Consignee Address: Transportation Officer, NWS, Fleet Anaysis Center, Bldg 205, ATTN: Code 114, Corona, CA 91720-5000
(9) County: Riverside
(10) Location: Main entrance is on 5th and Humner Ave, Corona
(11) Population: 45,000
(12) Host Activity?: No

(a) Name: NWS, Seal Beach
(b) AAC: N60701
(c) GBLOC: LHNM
(13) Tenant or Satellite Activities?: No
(14) Telephone Directory.
(a) TO/Tfc Mgr.
1. AV: 873-7370
2. Com'l (213) 594-7370
3. Hours: 0730-1600 M-F-EH
(b) MTMC POC.
1. AV: 933-4605
2. Com'l (714) 736-4605
3. Hours: 0730-1600 M-F-EH
(c) Shipping.
1. AV: 933-4605
2. Com'l: (714) 736-4605
3. Hours: 0730-1600 M-F-EH
(d) Receiving.
1. AV: 933-5208
2. Com'l (714) 736-5208
3. Hours: 0730-1500 M-F-EH
(a) Holiday Schedule.
(1) Dates:
(e) Emergency.
1. AV: 933-4605
2. Com'l (714) 736-4605
3. Hours 0730-1600 M-F-EH
(f) Emergency--After Duty Hours.
1. AV: 873-7101
2. Com'l: (213) 594-7101
(g) Express Mail.
1. AV: 933-4256
2. Com'l: (714) 736-4256
3. Hours: 0730-1600 M-F_EH
(h) Express Mail-After Duty Hours.
1. AV: 873-7101
2. Com'l: (213) 594-7101
(i) Small Package Express.
1. AV: 933-4256
2. Com'l: (714) 736-4256
3. Hours: 0730-1600 M-F-EH
(j) Small Package Express--After Duty Hours.
1. AV: 873-7101
2. Com'l: (213) 594-7101
(k) Safe Haven/Refuge: NA

(l) Safe Haven/Refuge--After Duty Hours: NA
(m) Passenger: CTO
1. AV: 360-8251
2. Com'l: (213) 547-8251
3. Hours: 0730-1600 M-F-EH
(n) BOQ Reservations: NA
(o) Airport Manager: Military.
1, AV: 976-5366
2, Com'l: (714) 382-5366
3. Hours: 0001-2400 M-Su
(p) Airport Manager: Commercial.
1. AV:
2. Com'l: (714) 983-8282
3. Hours: 0001-2400 M-Su
(15) Embargo in Effect?: No
(16) Special Instructions:

b. Shipping and Receiving--Motor.

(1) Type Service: TL.
(a) Commodity: All
1. Destination: NWS, Fleet Analysis Center, Corona, CA
2. ZIP: 91720-5000
3. SPLC: 886541290
(2) Type Service: LTL.
(a) Commodity: All
1. Destination: NWS, Fleet Anaylsis Center, Corona, CA
2. ZIP: 91720-5000
3. SPLC:886541290
(3) Type Service: Freight Forwarder
(a) Commodity: All
1. Destination: NWS, Fleet Analysis Center, Corona, CA
2. ZIP: 91720-5000
3. SPLC: 886541290
(4) Maximum Daily Trailer Processing.
(a) Peacetime.
1. Number of Trailers--Load: 2
2. Number of Trailers--Unloaded: 2
(b) Peacetime With Concurrent Rail Operations.
1. Number of Trailers--Load: 2
2. Number of Trailers--Unload: 2

(c) Mobilization.
1. Number of Trailers--Load: 4
2. Number of Trailers--Unload: 4
(d) Mobilization With Concurrent Rail Operations.
1. Number of Trailers--Load: 2
2. Number of Trailers--Unloaded: 2
(5) Heavy Lift.
(a) Type Equipment: Forklift
1. Maximum Capacity: 3 tons
2. Location: Activity
(6) A&E Facilities?: No
(7) Safe Haven Facilities?: No
(8) Refuge Facilities?: No
(9) Bulk Liquids (by tank truck)?: No
(10) Containerized Cargo Facilities?: No
(11) REPSHIP Required?: Yes
(a) Minimum Number of Loads: 1
(b) Commodity: Classified material
(12) Prelodge?: (3) No
(13) Multiple Stop Deliveries?: No
(14) Transit Facility?: No
(15) Remarks:

c. Shipping and Receiving--Rail.

(1) Type Service: CL (Box car).
(a) Commodity: All
1. Destination: NWS, Fleet Analysis Center, Corona, CA
2. ZIP: 91720
3. SPLC: 886541000
4. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Team track 4 miles
(c) Type Ramp-Portable:
(d) Type Ramp-Stationary:
(2) Type Service: CL (Flat car).
(a) Commodity: All
1. Destination: NWS, Fleet Analysis Center, Corona, CA
2. ZIP: 91720
3. SPLC: 886541000
4. Carrier: Santa Fe Railway
(a) SCAC: ATSF

(b) Type Delivery: Team track 4
miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(3) Type Service: CL (Tank car).
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier.
(a) SCAC:
(b) Type Delivery:
(4) Type Service: CL(Gondola).
(a) Commodity:
1. Destination
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(5) Type Service: CL (Hopper).
(a) Commodity:
1. Destination
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(6) Type Service: LCL.
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(7) Type Service: TOFC.
(a) Commodity: All
1.. Destination: NWS, Fleet Analysis
Center, Corona, CA
2. ZIP: 91720
3. SPLC: 886541290
4. Carrier: Sante Fe Railway
(a) SCAC: ATSF

(b) Type Delivery: Team track 4 miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(8) Type Service: COFC.
(a) Commodity: All
1. Destination: NWS, Fleet Analysis Center, Corona, CA
2. ZIP: 91720
3. SPLC: 886541290
4. Carrier: Sante Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Team track 4 miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(9) Type Service: Bilevel.
(a) Commodity: All
1. Destination: NWS, Fleet Analysis Center, Corona, CA
2. ZIP: 91720
3. SPLC: 886541000
4. Carrier: Sante Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Team track 4 miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(10) Type Service: Trilevel.
(a) Commodity: All
1. Destination: NWS, Fleet Analysis Center, Corona, CA
2. ZIP: 91720
3. SPLC 886541000
4. Carrier: Sante Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Team track 4 miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:

(11) Maximum Daily Box Car Processing.
(a) Peacetime.
1. Number of Box Cars--Load: 1
2. Number of Box Cars--Unload: 1
(b) Peacetime With Concurrent Truck Operations.
1. Number of Box Cars--Load: 1
2. Number of Box Cars--Unload: 1
(c) Mobilization.
1. Number of Box Cars--Load: 1
2. Number of Box Cars--Unload: 1
(d). Mobilization With Concurrent Truck Operations.
1. Number of Box Cars--Load: 1
2. Number of Box Cars--Unload: 1
(12) Heavy Lift.
(a) Type Equipment: Forklift
1. Maximum Capacity: 3 tons
2. Location: Activity
(13) Storage Space (Rails Cars): None
(14) A&E Facilities?: No
(15) Bulk Liquids (by tank car)?: No
(16) Containerized Cargo Facilities? No
(17) REPSHIP Required?: Yes
(a) Minimum Number of Loads: 1
(b) Type Shipment: All
(18) Transit Facility?: No
(19) Remarks:

d. Shipping and Receiving--Air.

(1) Type Service: Scheduled
(a) Commodity: All
1. Destination: NWS, Fleet Analysis Center--Ontario Int'l Airport, Ontario, CA
2. ZIP: 91761
3. SPLC: 886541290
4. Distance: 15 miles
5. Type Delivery: Gov't pickup
(2) Type Service: Charter.
(a) Commodity: All
1. Destination: NWS, Fleet Analysis Center--Ontario Int'l Airport, Ontario, CA
2. ZIP: 91761

3. SPLC: 86541290
4. Distance: 15 miles
5. Type Delivery: Gov't pickup
(3) Type Service: Air Taxi.
(a) Commodity: All
1. Destination: NWS Fleet Analysis
Center--Ontario Int'l Airport,
Ontario, CA
2. ZIP: 91761
3. SPLC: 886541290
4. Distance: 15 miles
5. Type Delivery: Gov't pickup
(4) Type Service: Freight Forwarder.
(a) Commodity: All
1. Destination: NWS, Fleet Analysis
Center--Ontario Int'l Airport,
Ontario, CA
2. ZIP: 91761
3. SPLC: 886541290
4. Distance: 15 miles
5. Type Delivery: Gov't pickup
(5) Type Service: Logair.
(a) Commodity: All
1. Destination: NWS, Fleet, Analysis
Center--Norton AFB, San
Bernardino, CA
2. ZIP: 92409-5270
3. SPLC: 886541290
4. Distance: 25 miles
5. Type Delivery: Carrier
(6) Type Service: Quicktrans.
(a) Commodity: All
1. Destination: NWS, Fleet Analysis
Center--NAS, North Island, San
Diego, CA
2. ZIP: 92135
3. SPLC: 886541290
4. Distance: 110 miles
5. Type Delivery: Carrier
(7) Type Service: Military.
(a) Commodity: All
1. Destination: NWS, Fleet Analysis
Center--Norton AFB, San
Bernardino, CA
2. ZIP: 92409-5270
3. SPLC: 886541290

4. Distance: 25 miles
5. Type Delivery: Carrier
(8) A&E Facilities?: No
(9) Ground Support Equipment.
(a) Commercial: Ontario Int'l
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(b) Commercial: Los Angeles Int'l
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starter?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(10) Ground Support Equipment.
(a) Military: Norton AFB
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: No
(b) Military: NAS North Island
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(11) Remarks: Note 10

e. Shipping and Receiving--Bus.

(1) Type Service: Package Express.
(a) Destination: NWS, Fleet Analysis Center, Corona, CA
1. ZIP: 91720
2. SPLC: 886541290
3. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal: Corona, CA
(c) Distance: 4 miles

(2) Remarks:

f. Shipping and Receiving--Water:

(1) Type Service.
(a) Breakbulk.
1. Destination: NWS, Fleet Analysis Center, Corona--Long Beach Naval Shipyard, CA
(a) Distance: 50 miles
(b) ZIP: 90822-5099
(c) SPLC: 886541290
(d) DODAAC: N60258
(e) GBLOC: LDNH
(b) Container.
1. Destination:
(a) Distance:
(b) ZIP:
(c) SPLC: DODAAC:
(e) GBLOC:
(c) Barge Ship.
1. Destination:
(a) Distance:
(b) ZIP:
(c) SPLC: DODAAC:
(e) GBLOC:
(d) Roll-on/Roll-off.
1. Destination:
(a) Distance:
(b) ZIP:
(c) SPLC: DODAAC:
(e) GBLOC
(e) Tug & Barge
1. Destination:
(a) Distance:
(b) ZIP:
(c) SPLC: DODAAC:
(e) GBLOC:

(f) Remarks: Note 10

g. Passenger traffic.

(1) Type Service: Air Scheduled.
(a) Destination: Ontario, CA
1. Airport: Ontario Int'l
2. City/Airport Code: ONT
3. Terminal Distance: 15 miles
4. Taxi Fare: $10
5. Limousine Fare:
6. Bus Fare:
7. Rental Vehicles Available?: Yes
(b) Destination: Los Angeles, CA
1. Airport: Los Angeles Int'l
2. City/Airport Code: LAX
3. Terminal Distance: 54 miles
4. Taxi Fare:
5. Limousine Fare: $25
6. Bus Fare:
7. Rental Vehicles Available?: Yes
(2) Type Service: Air Charter.
(a) Destination: Ontario, CA
1. Airport: Ontario Int'l
2. City/Airport Code: ONT
3. Terminal Distance: 15 miles
(3) Military Air Facility.
(a) Destination: Norton AFB, CA
1. Distance: 25 miles
2. Taxi Fare:
3. Limousine Fare:
4. Bus Fare: $20
5. Rental Vehicles Available?: Yes
(4) Type Service: Bus Scheduled.
(a) Destination: Corona, CA
1. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal Distance: 4 miles
(c) Rental Vehicles Available?: Yes
(5) Type Service: Bus Charter.
(a) Destination: NWS, Fleet Analysis Center, Corona, CA
(6) Type Service: Rail Scheduled.
(a) Destination: Santa Ana, CA
1. Carrier: AMTRAK
(a) SCAC: AMTK
(b) Terminal Distance: 20 miles

(c) Rental Vehicles Available?: Yes
(7) Type Service: Special Train.
(a) Destination: None
(8) Lodging.
(a) Gov't Facilities?: No
(b) Hotel/Motel: Econ-O-Lodge
1. Location: 3131 Hammer, Norco, CA
2. Phone: (714) 736-6400
3. Rate: $39
4. Airport Distance: 5 miles
5. Taxi Fare:
6. Limousine Fare:
7. Bus Fare:
(9) Commercial Travel Office.
(a) Name: SATO
(b) Location: Bldg 112, Long Beach Naval Station, Long Beach, CA
(10) GSA Travel Management Center?: No
(11) Remarks:

3-4. NWS, FALLBROOK ANNEX, FALLBROOK

a General.
(1) Review Date: 22 Aug 88
(2) POC Name: Barbara Gordon
(3) Phone: AV 873-3384
(4) GBLOC: LENM
(5) AAC: N00396
(6) Mail Address: Transportation Officer, Naval Weapons Station, Fallbrook Annex, ATTN: Code F1132, Fallbrook, CA 92028-5000
(a) Express Mail: Bldg 218, Naval Weapons Station, Fallbrook Annex, ATTN: Code F1132, Fallbrook, CA 92028-5000
(b) Small Package Express: Bldg 218, Naval Weapons Station, Fallbrook

Annex, ATTN: Code F1132, Fallbrook,
CA 92028-5000
(7) Message Address: WPNSTA SEAL
BEACH FALLBROOK ANNEX
FALLBROOK CA//CODE F1132//
(8) Consignee Address: Transportation
Officer, Naval Weapons Station, Fallbrook
Annex, ATTN: Code F1132, Fallbrook,
CA 92028-5000
(9) County: San Diego
(10) Location: Main Entrance on
Ammunition Rd, Fallbrook
(11) Population: 23,500
(12) Host Activity?: No
(a) Name: NWS, Seal Beach
(b) DODAAC: N60701
(c) GBLOC: LHNM
(13) Tenant or Satellite Activities?: No
(14) Telephone Directory.
(a) TO/Tfc Mgr.
1. AV: 873-7370
2. Com'l: (619) 728-3383
3. hours: 0730-1600 M-F-EH
(b) MTMC POC.
1. AV: 873-3384
2. Com'l (619) 728-3384
3. Hours: 0730-1600 M-F-EH
(c) Shipping.
1. AV: 873-3384
2. Com'l (619) 728-3384
3. Hours: 0730-14330 M-F-EH
(d) Receiving.
1. AV: 873-3384
2. Com'l (619) 728-3384
3. Hours: 0730-1430 M-F-EH
(a) Holiday Schedule.
(1) Dates:
(e) Emergency.
1. AV: 873-3384
2. Com'l: (619) 728-3384
3. Hours: 0730-1600 M-F-EH
(f) Emergency--After Duty Hours.
1. AV: 873-7101
2. Com"l: (213) 594-7101
(g) Express Mail.
1. AV: 873-3384

2. Com'l (619) 728-3384
3. Hours: 0730-1600 M-F-EH
(h) Express Mail-After Duty Hours.
1. AV: 873-3384
2. Com'l: 619 728-3384
(i) Small Package Express.
1. AV: 873-3382
2.. Com'l: (619) 728-3382
3. Hours: 0730-1600 M-F-EH
(j) Small Package Express--After Duty Hours.
1. AV: 873-7101
2. Com'l: 213 594-7101
(k) Safe Haven/Refuge.
1. AV: 873-3384
2. Com'l (619) 728-3384
3. Hours: 0730-1600 M-F-EH
(l) Safe Haven/Refuge--After Duty Hours.
1. AV: 873-7101
2. Com'l: (213) 594-7101
(m) Passenger: CTO
1. AV: 360-8251
2. Com'l (213) 547-8251
3. Hours: 0730-1600 M-H-EH
(n) BOQ Reservations: None
(o) Airport Manager: Military.
1. AV: 976-5366
2. Com'l: (714) 382-5366
3. Hours: 0001-2400 M-SU
(p) Airport Manager: Commercial.
1. AV:
2. Com'l: (619) 231-5220
3. Hours: 0001-2400 M-SU
(15) Embargo in Effect?: No
(16) Special Instructions: Note 11

b. Shipping and Receiving--Motor.

(1) Type Service: TL.
(a) Commodity: All
1. Destination: NWS, Fallbrook Annex, Fallbrook, CA
2. ZIP: 92028-5000
3. SPLC: 889509290
4. Disability Cost--Load: $250

5. Disability Cost--Unload: $250
(2) Type Service: LTL.
(a) Commodity: All
1. Destination: NWS, Fallbrook
Annex, Fallbrook, CA
2. ZIP: 92028-5000
3. SPLC: 889509290
(3) Type Service: Freight Forwarder.
(a) Commodity: All
1. Destination: NWS, Fallbrook
Annex, Fallbrook, CA
2. ZIP: 92028-5000
3. SPLC: 889509290
(4) Maximum Daily Trailer Processing.
(a) Peacetime.
1. Number of Trailers--Load: 8
2. Number of Trailers--Unload: 8
(b) Peacetime With Concurrent Rail
Operations.
1. Number of Trailers--Load: 8
2. Number of Trailers--Unload: 8
(c) Mobilization.
1. Number Trailers--Load: 12
2.. Number of Trailers--Unload: 12
(d) Mobilization With Concurrent Rail
Operations.
1. Number of Trailers--Load: 12
2. Number of Trailers--Unload: 12
(5) Heavy Lift.
(a) Type Equipment: Crane
1. Maximum Capacity: 8 tons
2. Location: Activity
3. Advance Notice to Consignee
Required?: Yes
(6) A&E Facilities?: Yes
(a) N.E.W. Capacity: 3 tons
(b) Consignee Approval Prior to
Shipment?: Yes
(7) Safe Haven Facilities?: Yes
(a) N.E.W. Capacity: 3 tons
(8) Refuge Facilities?: Yes
(9) Bulk Liquids(by tank truck)?: Yes
(a) Type Bulk Liquids Received:
AVGAS, diesel fuel
(10) Containerized Cargo Facilities?: No
(11) RESHIP Required?: Yes

(a) Minimum Number of Loads: 2
(b) Commodity: All
(12) Prelodge?: No
(13) Multiple Stop Deliveries?: No
(14) Transit Facility?: No
(15) Remarks: Note 11

c. Shipping and Receiving-Rail.

(1) Type Service: CL (Box car).
(a) Commodity: All
1. Destination: NWS Fallbrook Annex-Seal Beach, CA
2. ZIP: 90740
3. SPLC: 887189000
4. Carrier:
(a) SCAC:
(b) Type Delivery: Team track 75 miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(2) Type Service: CL (Flat car).
(a) Commodity: All
1. Destination: NWS, Fallbrook Annex--Seal Beach, CA
2. ZIP: 90740
3. SPLC: 887189000
4. Carrier:
(a) SCAC: NA
(b) Type Delivery: Team track 75 miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(3) Type Service: CL (Tank car).
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(4) Type Service: CL (Gondola).
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:

4. Carrier:
(a) SCAC:
(b) Type Delivery:
(5) Type Service: CL (Hopper).
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:

(b) Type Delivery:
(6) Type Service: LCL.
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(7) Type Service: TOFC
(a) Commodity: All
1. Destination: NWS, Fallbrook Annex--Seal Beach, CA
2. ZIP: 90740
3. SPLC: 889509290
4. Carrier: Gov't pickup
(a) SCAC: NA
(b) Type Delivery: Team track 75 miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(8) Type Service: COFC.
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:

(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(9) Type Service: Bilevel.
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(10) Type Service: Trilevel.
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(11) Maximum Daily Box Car Processing.
(a) Peacetime.
1. Number of Box Cars--Load: 1
2. Number of Box Cars--Unload: 1
(b) Peactime With Concurrent Truck Operations.
1. Number of Box Cars--Load: 1
2. Number of Box Cars--Unload: 1
(c) Mobilization.
1. Number of Box Cars--Load: 1
2. Number of Box Cars--Unload: 1
(d) Mobilization With Concurrent Truck Operations.
1. Number of Box Cars--Load: 1
2. Number of Box Cars--Unload: 1
(12) Heavy Lift.
(a) Type Equipment: Crane
1. Maximum Capacity: 20 tons
2. Location: Activity
3. Advance Notice to Consignee Required?: Yes
(13) Storage Space (Rail Cars):
(a) Sidings:
(b) Main Line:

(c) Other:
(14) A&E FACILITIES?: Yes
(a) N.E.W. Capacity:
(b) Consignee Approval Prior to
Shipment?: Yes
(15) Bulk Liquids (by tank car)?: No
(16) Containerized Cargo Facilities?: No
(17) REPSHIP Required?: Yes
(a) Minimum Number of Loads: 1
(b) Type Shipments: All
(18) Transit Facility?: No
(19) Remarks: Note 3

d. Shipping and Receiving--Air.

(1) Type Service: Scheduled.
(a) Commodity: All
1. Destination: NWS, Fallbrook
Annex--San Diego Int'l Airport, San
Diego, CA
2. ZIP: 92101
3. SPLC: 889509290
4. Distance: 57 miles
5. Type Delivery: Carrier
6. Delivery Carrier: NA
(2) Type Service: Charter.
(a) Commodity: All
1. Destination: NWS, Fallbrook
Annex--San Diego Int'l Airport, San
Diego, CA
2. ZIP: 92101
3. SPLC: 889509290
4. Distance: 57 miles
5. Type Delivery: Carrier
6. Delivery Carrier: NA
(3) Type Service: Air Taxi.
(a) Commodity: Hazardous materials
1. Destination: NWS, Fallbrook
Annex--MCAS, El Toro, CA
2. ZIP: 92709-5010
3. SPLC: 889509290
4. Distance: 46 miles
5. Type Delivery: Carrier
6. Delivery Carrier: NA
(4) Type Service: Freight Forwarder.
(a) Commodity: All

1. Destination: NWS, Fallbrook--San Diego Int'l Airport, San Diego, CA
2. ZIP: 92101
3. SPLC: 889509290
4. Distance: 57 miles
5. Type Delivery: Carrier
6. Delivery Carrier: NA
(5) Type Service: Logair.
(a) Commodity:
1. Destination: NWS, Fallbrook--Norton, AFB, CA
2. ZIP: 92409-240
3. SPLC: 889509290
4. Distance: 75 miles
5. Type Delivery: Carrier
6. Delivery Carrier: NA
(a) SCAC:
(6) Type Service: Quicktrans.
(a) Commodity: All
1. Destination: NWS, Fallbrook--NAS, North Island, San Diego, CA
2. ZIP: 92135-5019
3. SPLC: 889509290
4. Distance: 60 miles
5. Type Deliver: Gov't pickup
(7) Type Service: Military.
(a) Commodity: All
1. Destination: NWS, Fallbrook Annex--Norton AFB, CA
2. ZIP: 92409-5270
3. SPLC: 889509290
4. Distance: 75 miles
5. Type Delivery: Carrier
6. Delivery Carrier: NA
(a) SCAC:
(8) A&E Facilities?: Yes
(a) N.E.W. Capacity:
(b) Consignee Approval Prior to Shipment?: Yes
(9) Ground Support Equipment
(a) Commercial: San Diego Int'l
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes

6. Lavatory Service Truck?: Yes
(10) Ground Support Equipment.
(a) Military: NAS, North Island
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(b) Military: MCAS, El Toro
1. Stairs?: No
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: No
6. Lavatory Service Truck?: No
(11) Remarks: Note 10

e. Shipping and Receiving--Bus.

(1) Type Service: Package Package Express.
(a) Destination: NWS, Fallbrook
Annex--Oceanside, CA
1. ZIP: 92054
2. SPLC: 889509290
3. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal: Activity
(c) Distance: 20 miles
(2) Remarks: Note 10

f. Shipping and Receiving--Water:

(1) Type Service.
(a) Breakbulk
1. Destination: NWS, Fallbrook
Annex--MTMC Southern CA
Outport, Berth 55, San Pedro, CA
(a) Distance: 85 miles
(b) ZIP: 90731-7284
(c) SPLC: 889509290
(b) Container.
1. Destination:
(a) Distance:
(b) ZIP:
(c) SPLC:

(c) Barge Ship.
1. Destination:
(a) Distance:

(b) ZIP:
(c) SPLC:
(d) Roll-on/Roll-off
1. Destination:
(a) Distance:
(b) ZIP:
(c) SPLC:
(e) Tug & Barge.
1. Destination:
(a) Distance:
(b) ZIP:
(c) SPLC:
(f) Remarks. Note 1,3 & 10

g. Passenger Traffic.

(1) Type Service: Air Scheduled.
(a) Destination: San Diego, CA
1. Airport: San Diego Int'l
2. City/Airport Code: SAN
4. Taxi Fare:
5. Limousine Fare:
6. Bus Fare:
7. Rental Vehicles Available? Yes
(2) Type Service: Air Charter.
(a) Destination: NWS, Fallbrook--San Diego, CA
1. Airport: San Diego Int'l
2. City/Airoirt Code: SAN
3. Terminal Distance: 57 miles
(3) Military Air Facility.
(a) Destination: Norton AFB, CA
1. Distance: 75 miles
2. Taxi Fare:
3. Limousine Fare:
4. Bus Fare:

5. Rental Vehicles Available?: Yes
(4) Type Service: Bus Scheduled.
(a) Destination: Oceanside, CA
1. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal Distance: 19 miles
(c) Rental Vehicles Available?: Yes
(5) Type Service Bus Charter.
(a) Destination: NWS, Fallbrook Annex, CA
(6) Type Service: Rail Scheduled.
(a) Destination: Oceanside, CA
1. Carrier: AMTRAK
(a) SCAC: AMTK
(b) Terminal Distance: 19 miles
(c) Rental Vehicles Available?: Yes
(7) Type Service: Special Train.
(a) Destination:
(8) Lodging.
(a) Gov't Facilities?: None
(b) Hotel/Motel: Best Western-Marty's Valley Inn
1. Location: 3204 E Mission Ave, Oceanside, CA 92054
2. Phone: 800-528-1234
3. Rate: $53
4. Airport Distance: 40 miles
5. Taxi Fare:
6. Limousine Fare:
7. Bus Fare:
(9) Commercial Trave; Office.
(a) Name: SATO
(b) Location: Bldg 112, Long Beach Naval Shipyard, Long Beach, CA
(10) GSA Travel Manangement Center: No.
(11) Remarks:

3-5. NAS, LEMOORE

a. General.

(1) Review Date: 7 April 86
(2) POC Name: Mrs. Pamela Yanes
(3) Phone: AV 949-3126
(4) GBLOC: LGNL
(5) AAC: N63042
(6) Mail Address: Transportation Officer, Naval Air Station, ATTN: Code 19000, Leemore, CA 93246-5001
(a) Express Mail: Bldg 140, Central Rec, Naval Air Station, ATTN: Code 19000. Leemore, CA 93246-5001
(b) Small Package Express: Bldg 140, Central Rec, Naval Air Station, ATTN: Code 19000, Leemore, CA 93246-5001
(7) Message Address; NAS LEEMOORE CA//CODE 19000//
(8) Consignee Address: Transportation Officer, Naval Air Station, Bldg 140, Leemoore, CA 93246-5001
(9) County: Kings
(10) Location: Main entrance on Hwy 198, 11 miles W of the center of Leemoore
(11) Population: 7,428
(12) Host Activity?: Yes
(13) Tenant or Satellite Activities?: Yes
(a) Name: Navy Commissary Store
1. AAC: N63349
2. Delivery Point: Bldg 835, NAS, Leemoore, CA
(b) Name: Naval Hospital
1. AAC: N66095
2. Delivery Point: Bldg 929, Naval Hospital, NAS, Leemore, CA
(c) Name: Navy Exchange 120-050
1. AAC: N66287
2. Delivery Point: Bldg 773, NAS, Leemoore, CA
(d) Name: Receiving Officer, ASO/WSS
1. AAC: N45415
2. Delivery Point: Bldg 140, 4th Section, NAS, Leemoore, Ca
(e) Name: NAS, Fallon, NV
1. AAC: N60495
2. Delivery Point: NAS, Fallon, NV
3. GBLOC: JANL

(14) Telephone Directory
(a) TO/Tfc Mgr.
1. AV: 949-3302
2. Com'l: (209) 998-3302
3. Hours: 0800-1630 M-F-EH
(b) MTMC POC.
1. AV: 949-3164
2. Com'l: (209) 998-3164
3. Hours: 0800-1630 M-F-EH
(c) Shipping.
1. AV: 949-3126
2. Com'l: (209) 998-3126
3. Hours: 0800-1630 M-F-EH
(d) Receiving.
1. AV: 949-3158
2. Com'l: (209) 998-3158
3. Hours: 0800-1639 M-Sa
(a) Holiday Schedule.
(1) Dates:
(e) Emergency.
1. AV: 949-3362
2. Com'l: (209) 998-3362
3. Hours: 0800-1630
(f) Emergency--After Duty Hours.
1. AV: 949-3362
2. Com'l: (209) 998-3362
(g) Express Mail.
1. AV: 949-3158
2. Com'l: (209) 998-3158
3. Hours: 0800-1630 M-Sa
(h) Express Mail--After Duty Hours.
1. AV: 949-3586
2. Com'l: (209) 998-3586
(i) Small Package Express.
1. AV: 949-3158
2. Com'l: (209) 998-3158
3. Hours: 0800-1630 M-sa
(j) Small Package Express--After Duty Hours.
1. AV: 949-3586
2. Com'l: (209) 998-3586
(k) Safe Haven/Refuge.
1. AV: 949-3494
2. Com'l: (209) 998-3494
3. Hours: 0700-1530 M-F-EH
(l) Safe Haven/Refuge--After Duty

Hours
1. AV: 949-3494
2. Com'l: (209) 998-3494
(m) Passenger: CTO
1. AV: 949-3571
2. Com'l: (209) 998-2621
3. Hours: 0730-1630 M-F-EH
(n) BOQ Reservations.
1. AV: 949-3014
2. Com'l: (209) 998-3014
3. Hours: 0001-2400 M-F-EH
(o) Airport Manager: Military.
1. AV: 949-3183
2. Com'l: (209) 998-3183
3. Hours: 0700-2400 M-F
(p) Airport Manager: Commercial.
1. AV:
2. Com'l:
3. Hours:
(15) Embargo in Effect?: No
(16) Special Instructions:

b. Shipping and Receiving--Motor

(1) Type Service: TL.
(a) Commodity: Class A or B, A&E
1. Destination: Weapons Department,
NAS, Leemoore, CA
2. ZIP: 93246-5001
3. SPLC: 879585290
(b) Commodity: All other
1. Destination: Receiving Officer.
NAS, Leemoore, CA
2. ZIP: 93246-5001
3. SPLC: 879585290
(2) Type Service: LTL.
(a) Commodity: All
1. Destination: Receiving Officer.
NAS, Leemore, CA
2. ZIP: 93246-5001
3. SPLC: 879585290
(3) Type Service: Freight Forwarder,
(a) Commodity: All
1. Destination: Receiving Officer,
NAS, Leemore, CA
2. ZIP: 93246-5001

3. SPLC: 879585290
(4) Maximum Daily Trailer Processing.
(a) Peactime
1. Number of Trailers--Load: 15
2. Number of Trailers--Unload: 15
(b) Peacetime With Concurrent Rail Operations.
1. Number of Trailers--Load: 3
2. Number of Trailers--Unload: 3
(c) Mobilization.
1. Number of Trailers--Load: 25
2. Number of Trailers--Unload: 25
(d) Mobilization with Concurrent Rail Operations
1. Number of Trailers--Load: 6
2. Number of Trailers--Unload: 6
(5) Heavy Lift.
(a) Type Equipment: Crane
1. Maximum Capacity: 40 tons
2. Location: Activity
3. Advance Notice to Consignee Required?: Yes
(6) A&E Facilities?: Yes
(a) N.E.W. Capacity: 15 tons
(b) Consignee Approval Prior to Shipment?: Yes
(7) Safe Haven Facilities?: Yes
(a) N.E.W. Capacity: 15 tons
(8) Refuge Facilities?: Yes
(9) Bulk Liquids (by tank truck)?: Yes
(a) Type Bulk Liquids Received: JP-5 Fuel, AVGAS, automotive gasoline diesel fuel, oil and liquid oxygen
(10) Containerized Cargo Facilities?: Yes
(a) Limiting Factor(s)?: No
(11) REPSHIP Required?: Yes
(a) Minimum Number of Loads: 7
(b) Commodity: Class A or B, A&E
(12) Prelodge?: No
(13) Multiple Stop Deliveries?: No
(14) Transit Facility?: No
(15) Remarks: Heavy lift consists of P & H, Pettibone, Letourneau and caterpillar crane

e. Shipping and Receiving--Rail.

(1) Type Service: CL (Box car)
(a) Commodity: All
1. Destination: NAS,
Leemoore--Vanguard, CA
2. ZIP: 93245
3. SPLC: 879585290
4. Carrier: Souther Pacific
(a) SCAC: SP
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: Side
dock
(2) Type Service: CL (Flat Car).
(a) Commodity: All
1. Destination: NAS,
Leemoore--Vanguard, CA
2. ZIP: 93245
3. SPLC: 879585290
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable:
(d) Type Ramp-Stationary: Side
dock
(3) Type Service: CL (Tank car).

(a) Commodity:
1.. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(4) Type Service: CL (Gondola).
(a) Commodity: All
1. Destination: NAS.
Leemoore--Vanguard, CA
2. ZIP: 93245
3. SPLC: 879585290
4. Carrier: Southern Pacific

(a) SCAC: SP
(b) Type Delivery: Gov't switch
(5) Type Service: CL (Hopper).
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(6) Type Service: LCL.
(a) Commodity: All
1. Destination: NAS,
Leemoore--Vanguard, CA
2. ZIP: 93245
3. SPLC: 879585290
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Gov't switch
(7) Type Service: TOFC.
(a) Commodity: All
1. Destination: NAS,
Leemoore--Fresno, CA
2. ZIP: 93706
3. SPLC: 879585290
4. Carrier: Southern Pacific
(a) SCAC: SP
miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(8) Type Service: COFC.
(a) Commodity: All
1. Destination: NAS,
Leemoore--Fresno, CA
2. ZIP: 93706
3. SPLC: 879585290
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Team track 33
miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(9) Type Service: Bilevel.
(a) Commodity: All
1. Destination: NAS,
Leemoore--Fresno, CA

2. ZIP: 93706
3. SPLC: 878600000
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Team track 33
miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary?:
(10) Type Service: Trilevel.
(a) Commodity: All
1. Destinations: NAS,
Leemoore--Fresno, CA
2. ZIP: 93706
3. SPLC: 878600000
4. Carrier: Souther Pacific
(a) SCAC: SP
(b) Type Delivery: Team track 33
miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(11) Maximum Daily Box Car Processing.
(a) Peacetime.
1. Number of Box Cars--Load: 3
2. Number of Box Cars--Unload: 3
(b) Peacetime With Concurrent Truck
Operations.
1. Number of Box Cars--Load: 2
2. Number of Box Cars--Unload: 2
(c) Mobilization.
1. Number of Box Cars--Load: 3
2. Number of Box Cars--Unload: 3
(d) Mobilization With Concurrent Truck
Operations.
1. Number of Box Cars--Load: 15
2. Number of Box Cars--Unload: 15
(12) Heavy Lift.
(a) Type Equipment: Crane
1. Maximum Capacity: 40 tons
2. Location: Activity
3. Advance Notice to Consignee
Required?: Yes
(13) Storage Soace (Rail Cars): 20
(a) Sidings:
(b) Main Line:
(c) Other:
(14) A&E Facilities?: Yes

(a) N.E.W. Capacity: 15 tons
(b) Consignee Approval Prior to
Shipment?: Yes
(15) Bulk Liquids (by tank car)?: No
(16) Containerized Cargo Facilities?: Yes
(17) REPSHIP Required?: Yes
(a) Minimum Number of Loads: 7
(b) Type Shipment: Class A or B, A&E
(18) Transit Facility?: No
(19) Remarks:

d. Shipping and Receiving--Air.

(1) Type Service: Scheduled.
(a) Commodity: All
1. Destination: NAS,
Leemoore--Fresno Air Terminal,
Fresno, CA
2. ZIP: 93706
3. SPLC: 879585290
4. Distance: 40 miles
5. Type Delivery: Carrier
(b) Commodity: All
1. Destination: NAS,
Leemoore-Visalia Mun Airport
Visalia, CA
2. ZIP: 93277
3. SPLC: 879585290
4. Distance: 28 miles
5. Type Delivery: Carrier
(2) Type Service?: Charter
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Distance:
5. Type Delivery:
6. Delivery Carrier:
(a) SCAC:
(3) Type Service: Air Taxi
(a) Commodity: All
1. Destination: NAS, Leemoore, CA
2. ZIP: 93246-5001
3. SPLC: 879585290
4. Distance: None
5. Type Delivery: Gov't pickup

(4) Type Service: Freight Forwarder.
(a) Commodity: All
1. Destination: Bldg 140, NAS, Leemoore, CA
2. ZIP: 93246-5001
3. SPLC: 879585290
4. Distance: None
5. Type Delivery: Carrier
(6) Type Service: Quicktrans.
(a) Commodity: All
1. Destinations: NAS, Leemoore--Travis, AFB, Fairfield, CA
2. ZIP: 94535-5270
3. SPLC: 879585290
4. Distance: 219 miles
5. Type Delivery: Carrier
(7) Type Service: Military.
(a) Commodity: All
1. Distination: NAS, Leemoore, CA
2. ZIP: 93246-5001
3. SPLC: 879585290
4. Distance: None
5. Type Delivery: Gov't pickup
(8) A&E Facilities?:
(a) N.E.W. Capacity:
(a) Consignee Approval Prior to Shipment?:
(9) Ground Support Equipment.
(a) Commercial: Fresno Air Terminal
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: No
6. Lavatory Service Truck?: Yes
(b) Commercial: Visaila Mun
1. Stairs?:
2. Tow Tractors?:
3. Air Starters?:
4. Power Units?:
5. Maintenance Lift Truck?:
6. Lavatory Service Truck?:
(10) Ground Support Equipment.
(a) Military: NAS Lemoore
1. Stairs?: Yes
2. Tow Tractors?: No

3. Air Starters?: No.
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: No
(b) Military: Travis AFB
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(11) Remarks:

e. Shipping and Receiving-Bus.

(1) Type Service: Package Express.
(a) Destination: NAS,
Lemoore--Hanford, CA
1. ZIP: 93230
2. SPLC: 879585290
3. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal: Hanford, CA
(c) Distance: 18 miles
(2) Remarks:

f. Shipping and Receiving--Water: No local service available.

g. Passenger traffic.

(1) Type Service: Air Schedule.
(a) Destination: Fresno, CA
1. Airport: Fresno Air Terminal
2. City/Airport Code: FAT
3. Terminal Distance: 40 miles
4. Taxi Fare:
5. Limousine Fare:
6. Bus Fare:
7. Rental Vehicles Available?: Yes

(b) Destination: Visalia, CA
1. Airport: Visalia Mun Airport
2. City/Airport Code: VIS
3. Terminal Distance: 28 miles
4. Taxi Fare:
5. Limousine Fare:
6. Bus Fare:
7. Rental Vehicles Available?: No
(2) Type Service: Air Charter.
(a) Destination: Lemoore, CA
1. Airport: NAS
2. City/Airport Code:
3. Terminal Distance: None
(3) Military Air Facility.
(a) Destination:
1. Distance:
2. Taxi Fare:
3. Limousine Fare:
4. Bus Fare:
5. Rental Vehicles Available?:
(4) Type Service: Bus Scheduled.
(a) Destination: Hanford, CA
1. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal Distance: 18 miles
(c) Rental Vehicles Available?:
(5) Type Service: Bus Charter.
(a) Destination: NAS, Lemoore, CA
(6) Type Service: Rail Scheduled.
(a) Destination: Hanford
1. Carrier: AMTRAK
(a) SCAC: AMTK
(b) Terminal Distance: 18 miles
(c) Rental Vehicles Available?: No
(b) Destination: Fresno
1. Carrier: AMTRAK
(a) SCAC: AMTK
(b) Terminal Distance: 40 miles
(c) Rental Vehicles Available?: No
(7) Type Service: Special Train.
(a) Destination: Vanguard, CA
(8) Lodging.
(a) Gov't Facilities?: Yes
1. Rate:
2. Latest Arrival Time:
(b) Hotel/Motel:

1. Location:
2. Phone:
3. Rate:
4. Airport Distance:
5. Taxi Fare:
6. Limousine Fare:
7. Bus Fare:
(9) Commercial Travel Office.
(a) Name: SATO
(b) Location: Lemoore, CA
(10) GSA Travel Management Center?: No
(11) Remarks:

3-6. LONG BEACH NAVAL SHIPYARD,
LONG BEACH

a. General.

(1) Review Date: 7 Jan 88
(2) POC Name: Art Savage
(3) Phone: AV 360-7915
(4) GBLOC: LDNH
(5) AAC: N60258
(6) Mail Address: Transportation Officer,
Long Beach Naval Shipyard, Bldg 55,
ATTN: Code 560, Long Beach, CA
90822-5099
(a) Express Mail: Bldg 55, Long Beach
Naval Shipyard, ATTN: 560, Long
Beach, CA 90822-5099
(b) Small Package Express Bldg 55,
Long Beach Naval Shipyard, ATTN:
560, Long Beach, CA 90822-5099
(7) Message Address: NAVSHIPYD
LONG BEACH CA//CODE 560//
(8) Consignee Address: Receiving Officer,
Long Beach Naval Shipyard, Bldg 55,
ATTN: Code 560, Long Beach, CA
90822-5099
(9) County: Los Angeles

(10) Location: Main entrance on Seaside Blvd, Gate 2, Long Beach
(11) Population: 374,000
(12) Host Activity?: Yes
(13) Tenant or Satellite Activities?: Yes
(a) Name: Supship, Long Beach
1. ACC: N65870
2. Delivery Point: Bldg 55, Supship, Long Beach
3. GBLOC: LDNF
(14) Telephone Directory.
(a) TO/Tfc Mgr.
1. AV: 360-7915
2. Com'l: (213)547-7915
3. Hours: 0730-1600 M-F-EH
(b) MTMC POC.
1. AV: 360-6047
2. Com'l: (213)547-6047
3. Hours: 0730-1600 M-F-EH
(c)Shipping.
1. AV: 360-6047
2. Com'l: (213)547-6047
3. Hours: 0730-1600 M-F-EH
(d) Receiving.
1. AV: 360-6132
2. Com'l: (213)547-6132
3. Hours: 0730-1600 M-F-EH
(a) Holiday Schedule.
(1) Dates:
(e) Emergency.
1. AV: 360-6132
2. Com'l: (213)547-6132
3. Hours: 0730-1600 M-F-EH
(f) Emergency--After Duty Hours.
1. AV: 360-6093
2. Com'l: (213)457-6093
(g) Express Mail
1. AV: 360-6440
2. Com'l: (213)547-6440
3. Hours: 0730-1600 M-F-EH
(h) Express Mail-After Duty Hours.
1. AV: 360-6093
2. Com'l: (213)547-6093
(i) Small Package Express.
1. AV: 360-6093
2. Com'l: (213)547-5093

3. Hours: 0730-1600 M-F-EH
(j) Small Package Express--After Duty Hours.
1. AV: 360-6093
2. Com'l: (213)547-6093
(k) Safe Haven/Refuge: NA
(l) Safe Haven/Refuge--After Duty Hours: NA
(m) Passenger: CTO
1. AV: 360-8030
2. Com'l: (213)547-8030
3. Hours: 0800-1600 M-F-EH
(n) BOQ Reservations.
1. AV: 360-6060
2. Com'l: (213)547-6060
3. Hours: 0001-2400 M-F-EH
(o) Airport Manager: Military.
1. AV: 876-7827
2. Com'l: (714)381-7827
3. Hours: 0730-1600 M-F-EH
(p) Airport Manager: Commercial.
1. AV:
2. Com'l: (213)646-5252
3. Hours: 0001-2400 M-F-EH
(15) Embargo in Effect?: No
(16) Special Instructions:

b. Shipping and Receiving--Motor.

(1) Type Services: TL.
(a) Commodity: All
1. Destination: Long Beach Naval Shipyard, Long Beach, CA
2. ZIP: 90822-5099
3. SPLC: 883660290
(2) Type Service: LTL.
(a) Commodity: All
1. Destination: Bldg 55, Long Beach Naval Shipyard, Long Beach, CA
2. ZIP: 90822-5099
3. SPLC: 883660290
(3) Type Service: Freight Forwarder
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:

(4) Maximum Daily Trailor Processing.
(a) Peacetime.
1. Number of Trailers--Load: 5
2. Number of Trailers--Unloaded: 5
(b) Peacetime With Concurrent Rail Operations.
1. Number of Trailers--Load:
2. Number of Trailers--Unloaded: 1
(c) Mobilization.
1. Number of Trailers--Load: 18
2. Number of Trailers--Unload: 24
(d) Mobilization With Concurrent Rail Operations.
1. Number of Trailers--Load: 12
2. Number of Trailers--Unload: 15
(5) Heavy Lift.
(a) Type Equipment: Forklift
1. Maximum Capacity: 7 tons
2. Location: Activity
3. Advance Notice to Consignee Required?: Yes
(6) A&E Facilities:? Yes
(7) Safe Haven Facilities?: No
(8) Refuge Facilities?: No
(9) Bulk Liquids (by tank truck)?: No
(10) Containerized Cargo Facilities?: No
(11) RESHIP Required?: No
(12) Prelodge?: (3) No
(13) Multiple Stop Deliveries?: No
(14) Transit Facility?: No
(15) Remarks:

c. Shipping and Receiving--Rail.

(1) Type Service: CL (Box car).
(a) Commodity: All
1. Destination: Long Beach Naval Shipyard, Long Beach, CA
2. ZIP: 90822-5099
3. SPLC: 883660290
4. Carrier:
(a) SCAC:
(b) Type Delivery Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: End
(2) Type Service: CL (Flat car).

(a) Commodity: All
1. Destination: Long Beach Naval
Shipyard, Long Beach
2. ZIP: 90822-5099
3. SPLC: 883660290
4. Carrier:
(a) SCAC:
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: End
(3) Type Service: CL (Tank car).
(a) Commodity: Sand
1. Destination: Long Beach Naval
Shipyard, Long Beach, CA
2. ZIP: 90822-5099
3. SPLC: 883660290
4. Carrier
(a) SCAC:
(b) Type Delivery: Direct
(4) Type Service: CL (Gondola).
(a) Commodity:
1. Destination
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(5) Type Service: CL (Hopper).
(a) Commodity: Sand
1. Destination: Long Beach Naval
Shipyard, Long Beach, California
2. ZIP: 90822-5099
3. SPLC: 883660290
4. Carrier:
(a) SCAC:
(b) Type of Delivery: Direct
(6) Type Service: LCL.
(a) Commodity: All
1. Destination: Long Beach Naval
Shipyard, Long Beach, CA
2. ZIP: 90822-5099
3. SPLC: 883660290
4. Carrier:
(a) SCAC:
(b) Type Delivery: Direct
(7) Type Service: TOFC.

(a) Commodity: All

1. Destination: Long Beach Navel
Shipyard, Long Beach, CA
2. ZIP: 90822-5099
3. SPLC: 883660290
4. Carrier:
(a) SCAC:
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(8) Type Service: COFC.
(a) Commodity: All
1. Destination: Long Beach Naval
Shipyard, Long Beach, CA
2. ZIP: 90822-5099
3. SPLC: 883660290
4. Carrier:
(a) SCAC:
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: End
(9) Type Service: Bilevel.
(a) Commodity: All
1. Destination: Long Beach Naval
Shipyard, Long Beach, CA
2. ZIP: 90822-5099
3. SPLC: 883660290
4. Carrier:
(a) SCAC:
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: End
(10) Type Service: Trilevel.
(a) Commodity: All
1. Destination: Long Beach Naval
Shipyard, Long Beach, CA
2. ZIP: 90822-5099
3. SPLC: 883660290
4. Carrier:

(a) SCAC:
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: End
(11) Maximum Daily Box Car Processing.
(a) Peacetime.
1. Number of Box Cars--Load:
2. Number of Box Cars--Unload:
(b) Peacetime With Concurrent Truck Operations.
1. Number of Box Cars--Load:
2. Number of Box Cars--Unload:
(c) Mobilization.
1. Number of Box Cars--Load:
2. Number of Box Cars--Unload:
(d) Mobilization With Concurrent Truck Operations.
1. Number of Box Cars--Load: 5
2. Number of Box Cars--Unload: 8
(12) Heavy Lift.
(a) Type Equipment: Crane
1. Maximum Capacity: 380 tons
2. Location: Activity
3. Advance Notice to Consignee Required?: Yes
(13) Storage Space (Rail Cars):
(14) A&E Facilities?:
(15) Bulk Liquids (by tank car)?: Yes
(a) Type Bulk Liquids Received: Gas, diesel, lube oil
(16) Containerized Cargo Facilities? No
(17) RESHIP Required?: Yes
(a) Minimum number of Loads: 2
(b) Type Shipment: All
(18) Transit Facility?: No
(19) Remarks:

d. Shipping and Receiving--Air.

(1) Type Service: Scheduled.
(a) Commodity: All
1. Destination: Long Beach Naval Shipyard--Long Beach Mun Airport, Long Beach, CA
2. ZIP:
3. SPLC: 883660290

4. Distance: 12 miles
5. Type Delivery: Carrier
(b) Commodity: All
1. Destination: Long Beach Naval Shipyard--Los Angeles Int'l Airport
2. ZIP: 90044
3. SPLC: 883660290
4. Distance: 23 miles
5. Type Delivery: Carrier
(2) Type Service: Charter.
(a) Commodity: All
1. Destination: Long Beach Naval Shipyard, Long Beach, CA
2. ZIP: 90822-5099
3. SPLC: 883660290
4. Distance: 23 miles
5. Type Delivery: Gov't pickup
(3) Type Service: Air Taxi.
(a) Commodity: All
1. Destination: Long Beach Naval Shipyard, Long Beach, CA
2. ZIP: 90822-5099
3. SPLC: 883660290
4. Distance: 23 miles
5. Type Delivery: Gov't pickup
(4) Type Service: Freight Forwarder.
(a) Commodity: All
1. Destination: Long Beach Naval Shipyard, Long Beach, CA
2. ZIP: 90822-5099
3. SPLC: 883660290
4. Distance: 23 miles
5. Type Delivery: Gov't pickup
(5) Type Service: Logair.
(a) Commodity: All
1. Destination: Long Beach Naval Shipyard--Long Beach Mun Airport, Long Beach, CA
2. ZIP: 90806
3. SPLC: 883660290
4. Distance: 12 miles
5. Type Delivery: Second B/L
(6) Type Service: Quicktrans.
(a) Commodity: All
1. Destination: Long Beach Naval Shipyard, Long Beach, CA

2. ZIP: 90822-5099
3. SPLC: 883660290
4. Distance: 23 miles
5. Type Delivery: Second B/L
(7) Type Service: Military.
(a) Commodity: All
1. Destination: Long Beach Naval Shipyard--Norton AFB, CA
2. ZIP: 92409-5000
3. SPLC: 883660290
4. Distance: 75 miles
5. Type Delivery: Gov't pickup
(8) A&E Facilities?:
(9) Ground Support Equipment.
(a) Commercial: Long Beach Mun Airport
1. Stairs?: No
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?:
6. Lavatory Service Truck?:
(b) Commercial: Los Angeles Int'l
1. Stairs?:
2. Tow Tractors?:
3. Air Stairs?:
4. Power Units?:
5. Maintenance Lift Truck?:
6. Lavatory Service Truck?:
(10) Ground Support Equipment.
(a) Military: Norton AFB
1. Stairs?: No
2. Tow Tractors?: Yes
3. Air Stations?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?:
(11) Remarks:

e. Shipping and Receiving--Bus.

(1) Type Service: Package Express.
(a) Destination: Long Beach Naval Shipyard, Long Beach, CA
1. ZIP: 90822-5099
2. SPLC: 883660290

3. Carrier:
(a) SCAC:
(b) Terminal:
(c) Distance: 5 miles
(b) Remarks:

f. Shipping and Receiving--Water: No local service available.

g. Passenger traffic.

(1) Type Service: Air Scheduled.
(a) Destination: Long Beach Naval Shipyard, Long Beach, CA
1. Airport: Long Beach Mun Airport
2. City/Airport Code:
3. Terminal Distance: 12 miles
4. Taxi Fare: $20
5. Limousine Fare: $12
6. Bus Fare:
7. Rental Vehicles Available?: Yes
(b) Destination: Los Angeles Int'l
1. Airport: Los Angeles Int'l
2. City/Airport Code: LAX
3. Terminal Distance: 23 miles
4. Taxi Fare: $30
5. Limousine Fare: $30
6. Bus Fare: $10
7. Rental Vehicles Available?: Yes
(2) Type Service: Air Charter.
(a) Destination:
1. Airport:
2. City/Airport Code:
3. Terminal Distance:
(3) Military Air Facility.
(a) Destination: Norton AFB, CA
1. Distance: 75 miles
2. Taxi Fare:
3. Limousine Fare:
4. Bus Fare

5. Rental Vehicles Available?:
(4) Type Service Bus Scheduled.
(a) Destination:
1. Carrier:
(a) SCAC:
(b) Terminal Distance:
(c) Rental Vehicles Available?:
(5) Type Service: Bus Charter.
(a) Destination:
(6) Type Service: Rail Scheduled.
(a) Destination:
1. Carrier:
(a) SCAC:
(b) Terminal Distance:
(c) Rental Vehicles Available?:
(7) Type Service: Special Train.
(a) Destination:
(8) Lodging.
(a) Gov't Facilities?:
(b) Hotel/Motel:
1. Location:
2. Phone:
3. Rate:
4. Airport Distance:
5. Taxi Fare:
6. Limousine Fare:
7. Bus Fare:
(9) Commerical Travel Office.
(a) Name: SATO
(b) Location:
(10) GSA Travel Management Center?:
(11) Remarks:

3-7. NSC DETACHMENT, LONG BEACH

a. General.

(1) Review Date: 15 Jan 88

(2) POC Name: Donna L. Dobbs
(3) Phone: AV 360-6048
(4) GBLOC: LENQ
(5) AAC: N68276
(6) Mail Address: Transportation Officer, Naval Supply Center Detachment, Long Beach, CA 90822-5074
(a) Express Mail: Bldg 53, Naval Supply Center Detachment, Long Beach, CA 90822-5074
(b) Small Package Express: Bldg 53, Naval Supply Center Detachment, Long Beach, CA 90822-5074
(7) Message Address: NSC DET LONG BEACH CA
(8) Consignee Address: Transportation Officer, Naval Supply Center Detachment, Bldg 53, Long Beach, CA 90822-5074
(9) County: Los Angeles
(10) Location: Main entrance on Seaside Ave, Long Beach
(11) Population: 3,970,000
(12) Host Activity?: Yes
(13) Tenant or Satellite Activities?: Yes
(a) Name: Navy Regional Contracting Center
1. AAC: N00123
2. Delivery Point: Bldg 53
(b) Name: Navy and Marine Corps Reserve Ctr
1. AAC: N62102
2. Delivery Point: Bldg 53
(c) Name: Naval Station
1. AAC: N68311
2. Delivery Point: Bldg 53
(d) Name: Shore Intermediate Maintenance Activity
1. AAC: N68828
2. Delivery Point: Bldg 53
(e) Name: NAVSEA Det CSP Matl Rep West
1. AAC: N46994
2. Delivery Point: Bldg 53
(f) Name: NAVSEACENPAC Detachment
1. AAC: N45628

2. Delivery Point: Bldg 53
(g) Name: Naval Dental Clinic
1. AAC: N62947
2. Delivery Point: Bldg 53
(h) Name: Surface Squadron One
1. AAC: N0172A
2. Delivery Point: Bldg 53
(i) Name: Naval Surface Group
1. AAC: N45192
2. Delivery Point: Bldg 53
(j) Name: Fleet Integrated Log Overhaul Team
1. AAC: N0062A
2. Delivery Point: Warehouse C
(14) Telephone Directory
(a) TO/Tfc Mgr.
1. AV: 360-6048
2. Com'l: (213) 547-6048
3. Hours: 0715-1545 M-F-EH
(b) MTMC POC.
1. AV: 360-6048
2. Com'l: (213) 547-6048
3. Hours: 0715-1545 M-F-EH
(c) Shipping.
1. AV: 360-6048
2. Com'l: (213) 547-6048
3. Hours: 0715-1545 M-F-EH
(d) Receiving.
1. AV: 360-6662
2. Com'l: (213) 547-6636
3. Hours: 0715-1515 M-F-EH
(a) Holiday Schedule.
(1) Dates:
(e) Emergency.
1. AV: 360-6636
2. Com'l: (213) 547-6636
3. Hours: 0715-1515 M-F-H
(f) Emergency-After Duty Hours.
1. AV: 958-2128
2. Com'l: (619) 235-2128
(g) Express Mail.
1. AV: 360-6636
2. Com'l: (213) 547-6636
3. Hours: 0715-1515 M-F-EH
(h) Express Mail-After Duty Hours.
1. AV: 958-2128

2. Com'l: (619) 235-2128
3. Hours: 0715-1515 M-F-EH
(i) Small Package Express.
1. AV: 360-6636
2. Com'l: (213) 547-6636
3. Hours: 0715-1515 M-F-EH
(j) Small Package Express-After Duty
Hours.
1. AV: 958-2128
2. Com'l: (619) 235-2128
(k) Safe haven/Refuge
1. AV: 360-6048
2. Com'l: (213) 547-6048
3. Hours: 0715-1545 M-F-EH
(l) Safe haven/Refuge-After Duty
Hours.
1. AV: 958-2128
2. Com'l: (619) 235-2128
(m) Passenger: CTO
1. AV: 360-8294
2. Com'l: (213) 547-8294
3. Hours: 0700-1600 M-F-EH
(n) BOQ Reservations.
1. AV: 360-6060
2. Com'l: (213) 547-8294
3. Hours: 0001-2400 M-F-EH
(o) Airport Manager: Military.
1. AV:
2. Com'l:
3. Hours:
(p) Airport Manager: Commercial.
1. AV:
2. Com'l: (213) 646-5252
3. Hours: 0011-2400 M-F-EH
(q) Customer Assistance Office:
1. AV: 360-6636
2. Com'l: (213) 547-6636
3. Hours: 07151-1745 M-F-EH
(15) Embargo in Effect?: No
(16) Special Instructions: Note 1 A&E & 9

b. Shipping and Receiving--Motor.

(1) Type Service: TL.
(a) Commodity: A&E
1. Destination: NSC Detachment,

Long Beach--NWS, Seal Beach, CA
2. ZIP: 90740
3. SPLC: 883660292
(b) Commodity: All other
1. Destination: Bldg 53, NSC
Detachment, Long Beach, CA
2. ZIP: 90822-5074
3. SPLC: 883660292
(2) Type Service: LTL.
(a) Commodity: A&E
1. Destination: NSC Detachment,
Long Beach--NWS, Seal Beach, CA
2. ZIP: 90740
3. SPLC: 883660292
(b) Commodity: All other
1. Destination: Bldg 53, NSC
Detachment, Long Beach, CA
2. ZIP: 90822-5074
3. SPLC: 883660292
(3) Type Service: Freight Forwarder.
(a) Commodity: A&E
1. Destination: NSC Detachment,
Long Beach--NWS, Seal Beach, CA
2. ZIP: 90740
3. SPLC: 883660292
(4) Maximum Daily Trailer Processing.
(a) Peacetime.
1. Number of Trailers--Load: 10
2. Number of Trailers--Unload: 15
(b) Peacetime With Concurrent Rail
Operations.
1. Number of Trailers--Load: 5
2. Number of Trailers--Unload: 10
(c) Mobilization.
1. Number of Trailers--Load: 30
2. Number of Trailers--Unload: 45
(d) Mobilization With Concurrent Rail
Operations.
1. Number of Trailers--Load: 15
2. Number of Trailers--Unload: 30
(5) Heavy Lift.
(a) Type Equipment: Crane
1. Maximum Capacity: 50 tons
2. Location: Activity
3. Advance Notice to Consignee
Required?: Yes

(6) A&E Facilities?: No
(7) Safe Haven Facilities?: No
(8) Refuge Facilities?: No
(10) Containerized Cargo Facilities?: Yes
(a) Limiting Factor(s): Yes
1. Size:
2. Weight:
(b) Remarks: By rail or motor only
(11) REPSHIP Required?: Yes
(a) Minimum Number of Loads: 1
(b) Commodity:
(12) Prelodge?: No
(13) Multiple Stop Deliveries?: No
(14) Transit Facility?: No
(15) Remarks:

c. Shipping and Receiving--Rail.

(1) Type Service: CL (Box car).
(a) Commodity: A&E
1. Destination: NSC Detachment
Long Beach--NWS, Seal Beach, CA
2. ZIP: 90740

3. SPLC: 883660292
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(b) Commodity: All other
1. Destination: NSC Detachament,
Long Beach, CA
2. ZIP: 90822-5074
3. SPLC: 883660292
4. Carrier: Union Pacific Railroad
(a) SCAC: Up
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: Side

End
(e) Disability Cost--Load: $160
(f) Disability Cost--Unload: $100
5. Carrier: Southern Pacific Railway
(a) SCAC: SP
(b) Type Delivery: Recip switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: Side
End
(e) Disability Cost--Load: $160
(f) Disability Cost--Unload: $100
6. Carrier: ATSF Railway Co
(a) SCAC: ATSF
(b) Type Delivery: Recip Switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: Side
End
(e) Disability Cost--Load: $160
(f) Disability Cost--Unload: $100
(2) Type Service: CL (Flat car).
(a) Commodity: All
1. Destination: NSC Detachment,
Long Beach, CA
2. ZIP: 90822-5074
3. SPLC: 883660292
4. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: Side
end
(e) Disability Cost--Load: $200
(f) Disability Cost--Unload: $100
5. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Recip switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: Side
end
(e) Disability Cost--Load: $200
(f) Disability Cost--Unload: $100
6. Carrier: ATSF Railway
(a) SCAC: ATSF
(b) Type Delivery: Recip switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: Side

end
(e) Disability Cost--Load: $200
(f) Disability Cost--Unload: $100
(3) Type Service: CL (Tank car).
(a) Commodity: Bulk Fuel & Petroleum
1. Destination. NSC Detachment,
Long Beach--Defense Fuel Support
Point, San Pedro, CA
2. ZIP: 90731
3. SPLC: 883660292
4. Carrier:
(a) SCAC:
(b) Type Delivery
(4) Type Service: CL (Gondola).
(a) Commodity: All
1. Destination: NSC Detachment,
Long Beach, CA
2. ZIP: 90822-5074
3. SPLC: 883660292
4. Carrier: Union Pacific Railroad
(a) SCAC: UP
(b) Type Delivery: Direct
(c) Disability Cost--Load: $200
(d) Disability Cost--Unload: $150
5. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Recip switch
(c) Disability Cost--Load: $200
(d) Disability Cost--Unload: $150
6. Carrier: ATSF Railway
(a) SCAC: ATSF
(b) Type Delivery: Recip switch
(c) Disability Cost--Load: $200
(d) Disability Cost--Unload: $150
(5) Type Service: CL (Hopper).
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(c) Disability Cost--Load:
(d) Disability Cost--Unload:
(6) Type Service: LCL.
(a) Commodity: All

1. Destination: NSC Detachment, Long Beach, CA
2. ZIP: 90822-5074
3. SPLC: 873660292
4. Carrier: Union Pacific Railroad
(a) SCAC: UP
(b) Type Delivery: Recip switch
5. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Recip Switch
6. Carrier: ATSF Railway
(a) SCAC: ATSF
(b) Type Delivery: Recip switch
(7) Type Service: TOFC.
(a) Commodity: All
1. Destination: NSC Detachment, Long Beach, CA
2. ZIP: 90822-5074
3. SPLC: 883660292
4. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Direct
(c) Type Ramp--Portable: End
(d) Type Ramp--Stationary: Side end
(e) Disability Cost--Load:
(f) Disability Cost--Unload:
5. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Recip switch
(c) Type Ramp--Portable: End
(d) Type Ramp--Stationary: Side end
(e) Disability Cost--Load:
(f) Disability Cost--Unload:
6. Carrier: ATSF Railway
(a) SCAC: ATSF
(b) Type Delivery: Recip switch
(c) Type Ramp--Portable: End
(d) Type Ramp--Stationary: Side end
(e) Disability Cost--Load:
(f) Disability Cost--Unload:
(8) Type Service: COFC.
(a) Commodity: All
1. Destination: NSC Detachment,

Long Beach, CA
2. ZIP: 90822-5074
3. SPLC: 883660292
4. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Direct
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: Side end
(e) Disability Cost--Load: $100
(f) Disability Cost--Unload: $50
5. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Recip switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: Side end
(e) Disability Cost--Load: $100
(f) Disability Cost--Unload: $50
6. Carrier: ATSF Railway
(a) SCAC: ATSF
(b) Type Delivery: Recip switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary: Side end
(e) Disability Cost--Load: $100
(f) Disability Cost--Unload: $50
(9) Type Service: Bilevel.
(a) Commodity: All
1. Destination: NSC Detachment, Long Beach, CA
2. ZIP: 90801
3. SPLC: 883660000
4. Carrier: Union Pacific
(a) SCAC: UP
(b) Type Delivery: Team track 2 miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(10) Type Service: Trilevel.
(a) Commodity: All
1. Destination: NSC Detachment, Long Beach, CA
2. ZIP: 90801
3. SPLC: 883660000
4. Carrier: Union Pacific

(a) SCAC: UP
(b) Type Delivery: Team track 2
miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(11) Maximum Daily Box Car Processing.
(a) Peacetime.
1. Number of Box Cars--Load: 4
2. Number of Box Cars--Unload: 5
(b) Peacetime With Concurrent Truck
Operations.
1. Number of Box Cars--Load: 2
2. Number of Box Cars--Unload: 3
(c) Mobilization.
1. Number of Box Cars--Load: 12
2. Number of Box Cars--Unloaded: 15

(d) Mobilization With Concurrent Truck
Operations.
1. Number of Box Cars--Load: 6
2. Number of Box Cars--Unload: 9
(12) Heavy Lift.
(a) Type Equipment: Crane
1. Maximum Capacity: 50 tons
2. Location: Activity
3. Advance Notice to Consignee
Required:? No
(13) Storage Space (Rail Cars):
(a) Sidings:
(b) Main Line:
(c) Other:
(14) A&E Facilities?: No
(15) Bulk Liquids (by tank car)?: No
(16) Containerized Cargo Facilities?: Yes
(a) Limiting Factor(s)?: Yes
1. Size: 40 ft
2. Weight: 40 tons
(b) Remarks: CONEX/MILVAN/
SEAVAN

(17) REPSHIP Required?: Yes
(a) Minimum Number of Loads: 2
(b) Type Shipment:
(18) Transit Facility?: No
(19) Remarks:

d. Shipping and Receiving--Air.

(1) Type Service: Scheduled.
(a) Commodity: All
1. Destination: NSC Detachment, Long Beach--Municipal Airport, Long Beach
2. ZIP: 90808
3. SPLC: 883660292
4. Distance: 12 miles
5. Type Delivery: Gov't pickup
(b) Commodity: All
1. Destination: NSC Detachment, Long Beach--Int'l Airport, Los Angeles
2. ZIP: 90045
3. SPLC: 883660292
4. Distance: 23 miles
5. Type Delivery: Gov't pickup
(2) Type Service: Charter.
(a) Commodity: All
1. Destination: NSC Detachment, Long Beach--Int'l Airport, Los Angeles
2. ZIP: 90045
3. SPLC: 883660292
4. Distance: 23 miles
5. Type Delivery: Gov't pickup
(3) Type Service: Air Taxi.
(a) Commodity: A&E
1. Destination: NSC Detachment, Long Beach--NWS, Seal Beach, CA
2. ZIP: 92709-5000
3. SPLC: 883660292
4. Distance: 38 miles
5. Type Delivery:
(4) Type Service: Freight Forwarder.
(a) Commodity: All
1. Destination: NSC Detachment, Long Beach--Int'l Airport, Los

Angeles, CA
2. ZIP: 90045-0000
3. SPLC: 883660292
4. Distance: 23 miles
5. Type Delivery: Gov't pickup
(5) Type Service: Logair.
(a) Commodity: All
1. Destination: NSC Detachment,
Long Beach, CA--Norton AFB, CA
2. ZIP: 92409-5000
3. SPLC: 883660292
4. Distance: 68 miles
5. Type Delivery: Carrier
(6) Type Service: Quicktrans.
(a) Commodity: All
1. Destination: NSC Detachment,
Long Beach, CA
2. ZIP: 90822-5074
3. SPLC: 883660292
4. Distance: None
5. Type Delivery: Gov't pickup
(7) Type Service: Military.
(a) Commodity: All
1. Destination: NSC Detachment,
Long Beach--MCAS, El Toro, CA
2. ZIP: 92709-5000
3. SPLC: 883660292
4. Distance: 38 miles
5. Type Delivery: Gov't pickup
(8) A&E Facilities?: No
(9) Ground Support Equipment.
(a) Commercial: Mun Airport, Long
Beach
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(b) Commercial: Int/l Airport, Los
Angeles
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes

6. Lavatory Service Truck?: Yes
(10) Ground Support Equipment.
(a) Military: MCAS, El Toro, CA
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(11) Remarks: Notes 3, 6 & 12

e. Shipping and Receiving--Bus.

(1) Type Service: Package Express.
(a) Destination: NSC Detachment, Long Beach, CA
1. ZIP: 90822-5074
2. SPLC: 883660292
3. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal: Long Beach, CA
(c) Distance: 2 miles
(2) Remarks.

f. Shipping and Receiving--Water:

(1) Type Service.
(a) Breakbulk
1. Destination: NSC Detachment, Long Beach, CA
(a) Distance:
(b) ZIP: 90822
(c) SPLC: 883660292
(d) DODAAC: L68276
(e) GBLOC: LENQ
(b) Container.
1. Destination:
(a) Distance:
(b) ZIP:
(c) SPLC:
(d) DODAAC:
(e) GBLOC: Barge Ship.
1. Destination:
(a) Distance:
(b) ZIP:
(c) SPLC:

(d) DODAAC:
(e) GBLOC:
(d) Roll-on/Roll-off.
1. Destination:
(a) Distance:
(b) ZIP:
(c) SPLC:
(d) DODAAC:
(e) GBLOC:
(e) Tug & Barge.
1. Destination:
(a) Distance:
(b) ZIP:
(c) SPLC:
(d) DODAAC:
(e) GBLOC:
(f) Remarks:

g. Passenger traffic.

(1) Type Service: Air Scheduled.
(a) Destination: Los Angeles Int'l Airport, Los Angeles, CA
1. Airport: Los Angeles Int'l
2. City/Airport Code: LAX
3. Terminal Distance: 23 miles
4. Taxi fare: $30
5. Limousine Fare: $50
6. Bus Fare: $10
7. Rental Vehicles Available?: Yes
(b) Destination: Mun Airport, Long Beach, CA
1. Airport: Municipal
2. City/Airport Code: LGB
3. Terminal Distance: 12 miles
4. Taxi Fare: $20
5. Limousine Fare: $35
6. Bus Fare: $4
7. Rental Vehicles Available?: Yes
(2) Type Service: Air Charter.
(a) Destination: Los Angeles Int'l Airport, Los Angeles, CA
1. Airport: Los Angeles Int'l
2. City/Airport Code: LAX
3. Terminal Distance: 23 miles
(a) Destination: Long Beach, CA

1. Airport: Municipal
2. City/Airport Code: LGB
3. Terminal Distance: 12 miles
(3) Military Air Facility.
(a) Destination: Norton AFB, CA
1. Distance: 68 miles
2. Taxi Fare: NA
3. Limousine fare: $200
4. Bus Fare: $50
5. Rental Vehicles Available?: Yes

AR 55-355/NAVSUPINST 4600.70/AFR 75-2/MCO P4600.14B/COMDTINST M4600.7A/DLAR

Type Service: Bus Scheduled.
(a) Destination: Long Beach, CA
1. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal Distance: 2 miles
(c) Rental Vehicles Available?: Yes
(5) Type Service: Bus Charter.
(a) Destination: NSC Det, Long Beach, CA
(6) Type Service: Rail Scheduled.
(a) Destination: Los Angeles, CA
1. Carrier: AMTRAK
(a) SCAC: AMTK
(b) Terminal Distance: 23 miles
(c) Rental Vehicles Available?: Yes
(7) Type Service: Special Train.
(a) Destination: Long Beach, CA
(8) Lodging.
(a) Gov't Facilities?: Yes
1. Rate: $4
2. Latest Arrival Time: 1800 hrs
(b) Hotel/Motel: Holiday Inn
1. Location: 500 E 1st St, Long Beach, CA
2. Phone: (213) 435-8511
3. Rate: $50
4. Airport Distance: 8 miles
5. Taxi Fare: $10-$30

6. Limousine Fare: $20-50
7. Bus Fare: $3-10
(c) Hotel/Motel: Tasman Sea
1. Location: 29601 S Western Ave, San Pedro, CA
2. Phone: (213) 833-4431
3. Rate: $35
4. Airport Distance: 14 miles
5. Taxi Fare: $10-$30
6. Limousine Fare: $20-$50
7. Bus Fare: $3-$10
(d) Hotel/Motel: Vagabond Inn
1. Location: 215 S Gaffey St, San Pedro, CA
2. Phone: (800) 522-1555
3. Rate: $50
4. Airport Distance: 14 miles
5. Taxi Fare: $10-$30
6. Limousine Fare: $20-$50
7. Bus Fare: $3-$10
(9) Commercial Travel Office.
(a) Name: SATO
(b) Location: Bldg 112, Naval Station, Long Beach, CA
(10) GSA Travel Management Center?: No
(11) Remarks:

3-8. NAVAL POST GRADUATE SCHOOL, MONTEREY

a. General.

(1) Review Date: 7 Apr 86
(2) POC Name: W.G. Basinger
(3) Phone: AV 878-2257
(4) GBLOC: LFNT
(5) AAC: N62271
(6) Mail Address: Transportation Officer, Naval Postgraduate School, ATTN: Code 412, Monterey, CA 93943-5000

(a) Express Mail: Superintendent, Naval Postgraduate School, ATTN: Code 412, Monterey, CA 93943-5000
(b) Small Package Express: Bldg 349, Receiving Officer, Naval Postgraduate School, Monterey, CA 93943
(7) Message Address: NAVPGSCOL MONTEREY CAN//CODE 412//
(8) Consignee Address: Transportation Officer, Naval Postgraduate School, ATTN: Code 412, Monterey, CA 93943-5000
(9) County: Monterey
(10) Location: Main Entrance on Sloat Ave at Third St, Monterey
(11) Population: 29,410
(12) Host Activity?: Yes
(13) Tenant or Satellite Activities?: Yes
(a) Name: Fleet Numerical Oceanography Center
1. AAC: N63134
2. Delivery Point: Naval Postgraduate School, Bldg 349
(b) Name: Naval Environmental Prediction Research Facility
1. AAC: N66856
2. Delivery Point: Naval Postgraduate School, Bldg 349
(c) Name: Defense Resources Management Education Center
1. AAC: N65522
2. Delivery Point: Naval Postgraduate School, Bldg 349
(d) Name: Defense Manpower Data Center
1. AAC: N62271
2. Delivery Point: Naval Postgraduate School, Bldg 349
(14) Telephone Directory.
(a) TO/Tfc Mgr.
1. AV: 878-2257
2. Com'l: (408) 646-2257
3. Hours: 0800-1630 M-F-EH
(b) MTMC POC.
1. AV: 878-2257
2. COm'l: (408) 646-2257
3. Hours: 0800-1630 M-F-EH

(c) Shipping.
1. AV: 878-2257
2. Com'l: (408) 646-2257
3. Hours: 0800-1630 M-F-EH
(d) Receiving.
1. AV: 878-2256
2. Com'l: (408) 646-2256
3. Hours: 0800-1530 M-F-EH
(a) Holiday Schedule.
(1) Dates:
(e) Emergency.
1. AV: 878-2257
2. Com'l: (408) 646-2257
3. Hours: 0800-1630 M-F-EH
(f) Emergency--After Duty Hours.
1. AV: 878-2441
2. Com'l: (408) 646-2441
(g) Express Mail.
1. AV: 878-2021
2. Com'l (408) 646-2021
3. Hours: 0800-1630 M-F-EH
(h) Express Mail--After Duty Hours.
1. AV: 878-2441
2. Com'l: (408) 646-2441
(i) Small Package Express.
1. AV: 878-2257
2. Com'l: (408) 646-2257
3. Hours: 0800-1630 M-F-EH
(j) Small Package Express--After Duty Hours.
1. AV: 878-2441
2. Com'l: (408) 646-2441
(k) Safe Haven/Refuge.
1. AV: 878-2257
2. Com'l: (408) 646-2257
3. Hours: 0800-1630 M-F-EH
(l) Safe Haven/Refuge--After Duty Hours.
1. AV: 878-2441
2. Com'l: (408) 646-2441
(m) Passenger: CTO
1. AV: 878-2746
2. Com'l: (408) 646-2746
3. Hours: 0800-1630 M-F-EH
(n) BOQ Reservations.
1. AV: 878-2069

2. Com'l: (408) 646-2069
3. Hours: 0800-1630 M-F-EH
(o) Airport Manager: Military.
1. AV:
2. Com'l:
3. Hours:
(p) Airport Manager: Commercial.
1. AV:
2. Com'l:
3. Hours:
(15) Embargo in Effect?: No
(16) Special Instructions: Note 6

b. Shipping and Receiving--Motor.

(1) Type Service: TL.
(a) Commodity: All
1. Destination: Bldg 349, Naval Postgraduate School, Monterey, CA
2. ZIP: 93943-5000
3. SPLC: 879744290
(2) Type Service: LTL.
(a) Commodity: All
1. Destination: Bldg 349, Naval Postgraduate School, Monterey, CA
2. ZIP: 93943-5000
3. SPLC: 879744290
(3) Type Service: Freight Forwarder.
(a) Commodity: All
1. Destination: Bldg 349, Naval Postgraduate School, Monterey, CA
2. ZIP: 93943-5000
3. SPLC: 87944290
(4) Maximum Daily Trailer Processing.
(a) Peacetime.
1. Number of Trailers--Load: 4
2. Number of Trailers--Unload: 4
(b) Peacetime With Concurrent Rail Operations.
1. Number of Trailers--Load:
2. Number of Trailers--Unload:
(c) Mobiliation.
1. Number of Trailers--Load: 15
2. Number of Trailers--Unload: 15
(d) Mobilization With Concurrent Rail Operations.

1. Number of Trailers--Load:
2. Number of Trailers--Unload:
(5) Heavy Lift.
(a) Type Equipment: Crane
1. Maximum Capacity: 25 tons
2. Location: Activity
3. Advance Notice to Consignee Required?: Yes
(6) A&E Facilities?: Yes
(a) N.E.W. Capacity: 1 ton
(b) Consignee Approval Prior to Shipment?: Yes
(7) Safe Haven Facilities?: Yes
(a) N.E.W. Capacity: 18 tons
(8) Refuge Facilities?: Yes
(9) Bulk Liquids (by tank truck)?: No
(10) Containerized Cargo Facilities?: No
(11) REPSHIP Required?: No
(12) Prelodge?: No
(13) Multiple Stop Deliveries?: No
(14) Transit Facility?: No
(15) Remarks: Note 6

c. Shipping and Receiving--Rail.

(1) Type Service: CL (Box car).
(a) Commodity: All
1. Destination: Naval Postgraduate School, Monterey--Seaside, CA
2. ZIP: 93955
3. SPLC: 879742000
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Team track 5 miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(2) Type Service: CL (Flat car).
(a) Commodity: All
1. Destination: Naval Postgraduate School, Monterey--Seaside, CA
2. ZIP: 93955
3. SPLC: 879742000
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Team track 5

miles
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(3) Type Service: CL (Tank car).
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(4) Type Service: CL (Gondola).
(a) Commodity: All
1. Destination: Naval Postgraduate
School, Monterey--Seaside, CA
2. ZIP: 93955

3. SPLC: 879742000
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Team track 5
miles
(5) Type Service: CL (Hopper).
(a) Commodity: All
1. Destination: Naval Postgraduate
School, Monterey--Seaside, CA
2. ZIP: 93955
3. SPLC: 879742000
4. Carrier: Southern Pacific
(a) SCAC: SP
(b) Type Delivery: Team track 5
miles
(6) Type Service: LCL.
(a) Commodity: All
1. Destination: Naval Postgraduate
School, Monterey--Seaside, CA
2. ZIP: 93955
3. SPLC: 879742000
4. Carrier: Southern Pacific
(a) SCAC: SP

(b) Type Delivery: Team track 5
miles
(7) Type Servie: TOFC.
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(8) Type Service: COFC.
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(9) Type Service: Bilevel.
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(10) Type Service: Trilevel.
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(11) Maximum Daily Box Car Processing.
(a) Peacetime.
1. Number of Box Cars--Load: 2
2. Number of Box Cars--Unload: 2

(b) Peacetime With Concurrent Truck Operations.
1. Number of Box Cars--Load: 1
2. Number of Box Cars--Unload: 1
(c) Mobilization.
1. Number of Box Cars--Load: 4
2. Number of Box Cars--Unload: 4
(d) Mobilization With Concurrent Truck Operations.
1. Number of Box Cars--Load: 2
2. Number of Box Cars--Unload: 2
(12) Heavy Lift.
(a) Type Equipment:
1. Maximum Capacity:
2. Location:
3. Advance Notice to Consignee Required?:
(13) Storage Space (Rail Cars): None
(14) A&E Facilities?: No
(15) Bulk Liquids (by tank car)?: No
(16) Containerized Cargo Facilities?: No
(17) RESHIP Required?: Yes
(a) Minimum Number of Loads: 1
(b) Type Shipment: All
(18) Transit Facility?: No
(19) Remarks: Note 8

d. Shipping and Receiving--Air.

(1) Type Service: Scheduled.
(a) Commodity: All
1. Destination: Naval Postgraduate School, Monterey--Monterey Peninsula Airport, Monterey, CA
2. ZIP: 93940
3. SPLC: 879744290
4. Distance: 1 mile
5. Type Delivery: Gov't pickup
(2) Type Service: Charter.
(a) Commodity: All
1. Destination: Naval Postgraduate School, Monterey--Monterey Peninsula Airport, Monterey, CA
2. ZIP: 93940
3. SPLC: 879744290
4. Distance: 1 mile

5. Type Delivery: Gove't pickup
(3) Type Service: Air Taxi.
(a) Commodity: All
1. Destination: Naval Postgraduate School, Monterey--Monterey Peninsula Airport, Monterey, CA
2. ZIP: 93940
3. SPLC: 879744290
4. Distance: 1 mile
5. Type Delivery: Gov't pickup
(4) Type Service: Freight Forwarder.
(a) Commodity: All
1. Destination: Naval Postgraduate School, Monterey--Monterey Peninsula Airport, Monterey, CA
2. ZIP: 93940
3. SPLC: 879744290
4. Distance: 1 mile
5. Type Delivery: Gov't pickup
(5) Type Service: Logair.
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Distance:
5. Type Delivery:
6. Delivery Carrier:
(a) SCAC:
(6) Type Service: Quicktrans.
(a) Commodity: All
1. Destination: Naval Postgraduate Schook, Monterey--Travis AFB, Fairfield, CA
2. ZIP: 94535-5270
3. SPLC: 879744290
4. Distance: 165 miles
5. Type Delivery: Second B/L
(7) Type Service: Military.
(a) Commodity: All
1. Destination: Naval Postgraduate School, Monterey--Travis AFB, Fairfield, CA
2. ZIP: 94535-5270
3. SPLC: 879744290
4. Distance: 165 miles
5. Type Delivery: Second B/L

(8) A&E Facilities?: No
(9) Ground Support Equipment.
(a) Commercial: Monterey Peninsula
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(10) Ground Support Equipment.
(a) Military: Travis AFB
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(11) Remarks: Note 10

e. Shipping and Receiving--Bus.

(1) Type Service: Package Express.
(a) Destination: Naval Postgraduate School, Monterey, CA
1. ZIP: 93940
2. SPLC: 879744290
3. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal: Monterey, CA
(c) Distance: 1 mile
(b) Remarks:

f. Shipping and Receiving--Water.

(1) Type Service.
(a) Breakbulk.
1. Destination: Naval Postgraduate School, Monterey--MTMC MOTBA, Oakland, CA
(a) Distance:
(b) ZIP: 94626-5005
(c) SPLC: 879744290
(d) DODAAC: W62P4E
(e) GBLOC: LFAH
(b) Container.
1. Destination: Naval Postgraduate

School, Monterey--MTMC MOTBA,
Oakland, CA
(a) Distance:
(b) ZIP: 94626-5005
(c) SPLC: 879744290
(d) DODAAC: W62P4E
(e) GBLOC: LFAH
(c) Barge Ship.

1. Destination: Naval Postgraduate
School, Monterey--MTMC MOTBA,
Oakland, CA
(a) Distance:
(b) ZIP: 94626-5005
(c) SPLC: 879744290
(d) DODAAC: W62P4E
(e) GBLOC: LFAH
(d) Roll-on/Roll-off.
1. Destination: Naval Postgraduate
School, Monterey--MTMC MOTBA,
Oakland, CA
(a) Distance:
(b) ZIP: 94626-5005
(c) SPLC: 879744290
(d) DODAAC: W62P4E
(e) GBLOC: LFAH
(e) Tug & Barge.
1. Destination: Naval Postgraduate
School, Monterey--MTMC MOTBA,
Oakland, CA
(a) Distance:
(b) ZIP: 94626-5005
(c) SPLC: 879744290
(d) DODAAC: W62P4E
(e) GBLOC: LFAH
(f) Remarks:

g. Passenger traffic.

(1) Type Service: Air Scheduled.

(a) Destination: Monterey, CA
1. Airport: Monterey Peninsula
2. City/Airport Code: MRY
3. Terminal Distance: 1 mile
4. Taxi Fare: $5
5. Limousine Fare: $3
6. Bus Fare: $1
7. Rental Vehicles Available?: Yes
(2) Type Service: Air Charter.
(a) Destination: Monterey, CA
1. Airport: Monterey Peninsula
2. City/Airport Code: MRY
3. Terminal Distance: 1 mile
(3) Military Air Facility.
(a) Destination: Travis AFB, Fairfield, CA
1. Distance: 140 miles
2. Taxi Fare:
3. Limousine Fare:
4. Bus Fare: $45
5. Rental Vehicles Available?: No
(4) Type Service: Bus Scheduled.
(a) Destination: Monterey, CA
1. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal Distance: 1 mile
(c) Rental Vehicles Available?: No
(5) Type Servie: Bus Charter.
(a) Destination: Naval Postgraduate School, Monterey, CA
(6) Type Service: Rail Scheduled.
(a) Destination:
1. Carrier:
(a) SCAC:
(b) Terminal Distance:
(c) Rental Vehicles Available?:
(7) Type Service: Special Train.
(a) Destination:
(8) Lodging.
(a) Gove't Facilities?: Yes
1. Rate: $4
2. Latest Arrival Time: Anytime
(b) Hotel/Motel: Stage Coach Lodge
1. Location: 1111 10th St, Monterey, CA 93940
2. Phone: (408) 373-3632

3. Rate:
4. Airport Distance: 1 mile
5. Taxi Fare: $5
6. Limousine Fare: $3
7. Bus Fare: $1
(c) Hotel/Motel: Hyatt Regency Resort & Conference Ctr
1. Location: 1 Old Golf Course Rd, Monterey, CA
2. Phone: (800) 228-9000
3. Rate: $66
4. Airport Distance: 1 mile
5. Taxi Fare: $5
6. Limousine Fare: $3
7. Bus Fare: $1
(9) Commercial Travel Office.
(a) Name: SATO
(b) Location: Bldg 221, Naval Postgraduate School, Monterey, CA
(10) GSA Travel Management Center?: No
(11) Remarks:

3-9. NSC, NAVAL STATION FACILITY, NATIONAL CITY

a. General.

(1) Review Date: 14 Aug 87
(2) POC Name: W.E. Ruff
(3) Phone: AV 958-1973
(4) GBLOC: LFNQ
(5) AAC: N63196
(6) Mail Address: Transportation Officer, Naval Supply Center, ATTN: Code 400, Naval Station Facility, National City, CA 92136-0001
(a) Express Mail: Bldg 3304, Naval Supply Center, ATTN: Code 400, Naval Station Facility, National City, CA 92136-0001

(b) Small Package Express: Bldg 3304, Naval Supply Center, ATTN: Code 400, Naval Station Facility, National City, CA 92136-0001
(7) Message Address: NSC SAN DIEGO CA//CODE 400//
(8) Consignee Address: Transportation Officer, Naval Supply Center, ATTN: Code 400, Naval Station Facility, National City, CA 92136-0001
(9) County: San Diego
(10) Location: Near foot of 8th St, National City
(11) Population: 1,013,000
(12) Host Activity?: No
(a) Name: Naval Supply Center, San Diego, CA 92132
1. DODAAC: N00244
2. GBLOC: LKNQ
(13) Tenant or Satellite Activities?: No
(14) Telephone Directory.
(a) TO/Tfc Mgr.
1. AV: 958-1971
2. Com'l: (619) 235-1971
3. Hours: 0700-1600 M-F-EH
(b) MTMC POC.
1. AV:
2. Com'l:
3. Hours:
(c) Shipping.
1. AV: 958-2339
2. Com'l: (619) 235-2339
3. Hours: 0700-1600 M-F-EH
(d) Receiving.
1. AV: 958-2260
2. Com'l: (619) 235-4766
3. Hours: 0700-1400 M-F-EH
(a) Holiday Schedule.
(1) Dates:
(e) Emergency.
1. AV: 958-2260
2. Com'l: (619) 235-4766
3. Hours: 0700-1600 M-F-EH
(f) Emergency--After Duty Hours.
1. AV: 958-3302
2. Com'l: (619) 235-3302

(g) Express Mail.
1. AV: 958-2260
2. Com'l: (619) 235-4766
3. Hours: 0700-1400 M-F-EH
(h) Express Mail--After Duty Hours.
1. AV: 958-3302
2. Com'l: (619) 235-3302
(i) Small Package Express.
1. AV: 958-2260
2. Com'l: (619) 235-4766
3. Hours: 0700-1400 M-F-EH
(j) Small Package Express--After Duty Hours.
1. AV: 958-3302
2. Com'l: (619) 235-3302
(k) Safe Haven/Refuge: NA
(l) Safe Haven/Refuge--After Duty Hours: NA
(m) Passenger: CTO
(n) BOQ Reservations: NA
(o) Airport Manager: Military.
(p) Airport Manager: Commercial.
(q) Truck Control Office:
1. AV: 958-1776
2. Com'l: (619) 235-1776
3. Hours: 0700-1460 M-F-EH
(15) Embargo in Effect?: No
(16) Special Instructions:

b. Shipping and Receiving--Motor.

(1) Type Service: TL.
(a) Commodity: All
1. Destination: Bldg 3304, NSC, Naval Station Facility, National City, CA
2. ZIP: 92136-0001
3. SPLC: 889593290
(2) Type Service: LTL.
(a) Commodity: All
1. Destination: Bldg 3304, NSC, Naval Station Facility, National City, CA
2. ZIP: 92136-0001
3. SPLC: 889593290
(3) Type Service: Freight Forwarder.

(a) Commodity: All
1. Destination: Bldg 3304, NSC
Naval Station Facility, National City,
CA
2. ZIP: 92136-0001
3. SPLC: 889593290
(4) Maximum Daily Trailer Processing.
(a) Peacetime.
1. Number of Trailers--Load: 5
2. Number of Trailers--Unload: 50
(b) Peacetime With Concurrent Rail
Operations.
1. Number of Trailers--Load: 3
2. Number of Trailers--Unload: 40
(c) Mobilization.
1. Number of Trailers--Load: 9
2. Number of Trailers--Unload: 40
(d) Mobilization With Concurrent Rail
Operations.
1. Number of Trailers--Load: 9
2. Number of Trailers--Unload: 40
(5) Heavy Lift.
(a) Type Equipment: Forklift
1. Maximum Capacity: 3 tons
2. Location: Activity
3. Advance Notice to Consignee
Required?: Yes
(6) A&E Facilities?: No
(7) Safe Haven Facilities?: No
(8) Refuge Facilities?: NO
(9) Bulk Liquids (by tank truck)?: No
(10) Containerized Cargo Facilities?: No
(11) REPSHIP Required?: No
(12) Prelodge?: No
(13) Multiple Stop Deliveries?: No
(14) Transit Facility?: No
(15) Remarks: Note 1 & 3

c. Shipping and Receiving--Rail.

(1) Type Service: CL (Box car).
(a) Commodity: All
1. Destination: Bldg 3304, NSC,
Naval Station Facility, National City,
CA
2. ZIP: 92136-0001

3. SPLC: 889593290
4 Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable: Side
(d) Type Ramp--Stationary: Side
dock
5. Carrier: San Diego & Imperial
Valley RR
(a) SCAC: SDIV
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable: Side
(d) Type Ramp--Stationary: Side
dock
(2) Type Service: CL (Flat car).
(a) Commodity: All
1. Destination: Bldg 3304, NSC Naval
Station Facility, National City, CA
2. ZIP: 92136-0001
3. SPLC: 889593290
4. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable: Side
(d) Type Ramp--Stationary: Side
dock
5. Carrier: San Diego & Imperial
Valley RR
(a) SCAC: SDIV
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable: Side
(d) Type Ramp--Stationary: Side
dock
(3) Type Service: CL (Tank car).
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(4) Type Service: CL(Gondola).
(a) Commodity:
1. Destination
2. ZIP:
3. SPLC:

4. Carrier:
(a) SCAC:
(b) Type Delivery:
(5) Type Service: CL (Hopper).
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:

(6) Type Service: LCL
(a) Commodity: All
1. Destination: Bldg 3304, NSC,
Naval Station Facility, National City
CA
2. ZIP: 92136-0001
3. SPLC: 889593290
4. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Gov't switch
5. Carrier: San Diego & Imperial
Valley RR
(a) SCAC: SDIV
(b) Type Delivery: Gov't switch
(7) Type Service: TOFC
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(8) Type Service: COFC.
(a) Commodity:
1. Destination

2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(9) Type Service: Bilevel
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(10) Type Service: Trilevel.
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(11) Maximum Daily Box Car Processing.
(a) Peacetime.
1. Number of Box Cars--Load: 2
2. Number of Box Cars--Unload: 2
(b) Peacetime With Concurrent Truck Operations.
1. Number of Box Cars--Load: 1
2. Number of Box Cars--Unload: 1
(c) Mobilization.
1. Number of Box Cars--Load: 4
2. Number of Box Cars--Unload: 5
(d) Mobilization With Concurrent Truck Operations.
1. Number of Box Cars--Load:
2. Number of Box Cars--Unload: 5
(12) Heavy Lift.
(a) Type Equipment: Forklift
1. Maximum Capacity: 3 tons
2. Location: Activity

3. Advance Notice to Consignee
Required?: Yes
(13) Storage Space (Rail Cars): 10
(a) Sidings:
(b) Main Line:
(c) Other:
(14) A&E Facilities?: No
(15) Bulk Liquids (by tank car)?: No
(16) Containerized Cargo Facilities? No
(17) REPSHIP Required?: No
(18) Transit Facility?: No
(19) Remarks: Note 1

d. Shipping and Receiving--Air.

(1) Type Service: Scheduled.
(a) Commodity: All
1. Destination: NSC, Naval Station
Facility, National City--San Diego
Int'l Airport, San Diego, CA
2. ZIP: 92101
3. SPLC: 889593290
4. Distance: 6 miles
5. Type Delivery: Carrier
(2) Type Service: Charter.
(a) Commodity: All
1. Destination: NSC, Naval Station
Facility, National City--San Diego
Int'l Airport, San Diego, CA
2. ZIP: 92101
3. SPLC: 889593290
4. Distance: 6 miles
5. Type Delivery: Carrier
(b) Commodity: All
1. Destination: NSC, Naval Station
Facility, National City--NAS, North
Island, San Diego, CA
2. ZIP: 92135-5019
3. SPLC: 889593290
4. Distance: 7 miles
5. Type Delivery: Gov't pickup
(3) Type Service: Air Taxi.
(a) Commodity: All
1. Destination: NSC, Naval Station
Facility, National City--San Diego
Int'l Airport, San Diego, CA

2. ZIP: 92101
3. SPLC: 889593290
4. Distance: 6 miles
5. Type Delivery: Carrier
(4) Type Service: Freight Forwarder.
(a) Commodity: All
1. Destination: NSC, Naval Station Facility, National City--San Diego Int'l Airport, San Diego, CA
2. ZIP: 92101
3. SPLC: 889593290
4. Distance: 6 miles
5. Type Delivery: Carrier
(5) Type Service: Logair.
(a) Commodity: All
1. Destination: NSC, Naval Station Facility, National City--NAS, North Island, San Diego, CA
2. ZIP: 92135-5019
3. SPLC: 889593290
4. Distance: 7 miles
5. Type Delivery: Gov't pickup
(6) Type Service: Quicktrans.
(a) Commodity: All
1. Destination: NSC, Naval Station Facility, National City--NAS, North Island, San Diego, CA
2. ZIP: 92135-5019
3. SPLC: 889593290
4. Distance: 7 miles
5. Type Delivery: Gov't pickup
(7) Type Service: Military
(a) Commodity: All
1. Destination: NSC, Naval Station Facility, National City--NAS, North Island, San Diego, CA
2. ZIP: 92135-5019
3. SPLC: 889593290
4. Distance: 7 miles
5. Type Delivery: Gov't pickup
(8) A&E Facilities?: No
(9) Ground Support Equipment.
(a) Commercial: San Diego Int'l
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes

4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(10) Ground Support Equipment.
(a) Military: NAS, North Island, San Diego
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(11) Remarks: Note 10

e. Shipping and Receiving--Bus.

(1) Type Service: Package Express.
(a) Destination: NSC, National City, San Diego, CA
1. ZIP: 92112
2. SPLC: 88959290
3. Carrier: Greyhound
(a) SCAC: GI
(b) Terminal: San Diego, CA
(c) Distance: 6 miles
(2) Remarks: Note 10

f. Shipping and Receiving--Water:

(1) Type Service.
(a) Breakbulk.
1. Destination: NSC, Naval Station Facility, National City--NSC, San Diego, CA
(a) Distance:
(b) ZIP: 92132
(c) SPLC: 88959290
(d) DODAAC: N00244
(e) GBLOC: LKNQ
(b) Container.
1. Destination: NSC, Naval Station Facility, National City--NSC, San Diego
(a) Distance:
(b) ZIP: 92132
(c) SPLC: 889593290

(d) DODAAC: N00244
(e) GBLOC: LKNQ
(c) Barge Ship.

1. Destination: NSC, Naval Station Facility, National City--NSC, San Diego, CA
(a) Distance:
(b) ZIP: 92132
(c) SPLC: 889593290
(d) DODAAC: N00244
(e) GBLOC: LKNQ
(d) Roll-on/Roll-off
1. Destination: NSC, Naval Stateion Facility, National City--NSC, San Diego, CA
(a) Distance:
(b) ZIP: 92132
(c) SPLC: 889593290
(d) DODAAC: N00244
(e) GBLOC: LKNQ
(e) Tug & Barge.
1. Destination: NSC, Naval Station Facility, National City--NSC, San Diego, CA
(a) Distance:
(b) ZIP: 92132
(c) SPLC: 889593290
(d) DODAAC: N00244
(e) GBLOC: LKNQ
(f) Remarks:

g. Passenger traffic.

(1) Type Service: Air Scheduled.
(a) Destination: San Diego, CA
1. Airport: San Diego Int'l
2. City/Airport Code: SAN
3. Terminal Distance: 6 miles
4. Taxi Fare:

5. Limousine Fare:
6. Bus Fare:
7. Rental Vehicles Available?: Yes
7. Rental Vehicles Available?:
(2) Type Service: Air Charter.
(a) Destination: San Diego, CA
1. Airport: San Diego Int'l
2. City/Airport Code: SAN
3. Terminal Distance: 6 miles
(3) Military Air Facility.
(a) Destination: NAS, North Island, San Diego, CA
1. Distance: 7 miles
2. Taxi Fare:
3. Limousine Fare:
4. Bus Fare:
5. Rental Vehicles Available?:
(4) Type Service: Bus Scheduled.
(a) Destination: San Diego, CA
1. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal Distance: 6 miles
(c) Rental Vehicles Available?: Yes
(5) Type Service: Bus Charter.
(a) Destination: NSC-NSF, National City, CA
(6) Type Service: Rail Scheduled.
(a) Destination: San Diego, CA
1. Carrier: AMTRAK
(a) SCAC: AMTK
(b) Terminal Distance: 5 miles
(c) Rental Vehicles Available?: Yes
(7) Type Service: Special Train.
(a) Destination:
(8) Lodging.
(a) Gov't Facilities?:
1. Rate:
2. Latest Arrival Time:
(b) Hotel/Motel:
1. Location:
2. Phone:
3. Rate:
4. Airport Distance:
5. Taxi Fare:
6. Limousine Fare:
7. Bus Fare:

(9) Commercial Travel Office.
(a) Name: SATO
(b) Location: Adjacent to North Island Air Terminal
(10) GSA Travel Management Center?: No
(11) Remarks:

3-10. NAS, NORTH ISLAND

a. General.

(1) Review Date: 3 Jun 86
(2) POC Name: Mr. McIlroy
(3) Phone: AV 951-7803
(4) GBLOC: LDNC
(5) AAC: N00246
(6) Mail Address: Transportation Officer, Naval Air Station, North Island, ATTN:Code 19510, San Diego, CA 92135-5019
(a) Express Mail: Bldg 652-1, Naval Air Station, North Island, ATTN: Code 19510, San Diego, CA 92135-5019
(b) Small Package Express: Bldg 652-1, Naval Air Station, North Island, ATTN: Code 19510, San Diego, CA 92135-5019
(7) Message Address: NAS NORTH ISLAND CA//CODE 19510//
(8) Consignee Address: Transportation Officer, Naval Air Station, North Island, ATTN: Code 19510, Bldg 652-1, San Diego, CA 92135-5019
(9) County: San Diego
(10) Location: West end of 4th Ave, Coronado
(11) Population: 874,608
(12) Host Activity?: Yes
(13) Tenant or Satellite Activities?: Yes
(a) Name: Naval Auxiliary Landing Field, Imperial Beach, CA

1. AAC: N60205
2. Delivery Point: NAS, North Island
3. GBLOC: LFNL
(14) Telephone Directory.
(a) TO/Tfc Mgr.
1. AV: 951-7804
2. Com'l: (619) 437-7804
3. Hours: 0730-1600 M-F-EH
(b) MTMC POC.
1. AV:
2. Com'l:
3. Hours:
(c) Shipping.
1. AV: 951-7861
2. Com'l: (619) 437-7861
3. Hours: 0730-1600 M-F-EH
(d) Receiving.
1. AV: 951-7823
2. Com'l: (619) 437-7823
3. Hours: 0730-1600 M-F-EH
(a) Holiday Schedule.
(1) Dates:
(e) Emergency.
1. AV: 951-7803
2. Com'l: (619) 437-7803
3. Hours: 0730-1600 M-F-EH
(f) Emergency--After Duty Hours.
1. AV: 951-6400
2. Com'l: (619) 437-6400
(g) Express Mail.
1. AV: 951-7823
2. Com'l: (619) 437-7823
3. Hours: 0730-1600 M-F-EH
(h) Express Mail--After Duty Hours.
1. AV: 951-6400
2. Com'l: (619) 437-6400
(i) Small Package Express.
1. AV: 951-7823
2. Com'l: (619) 437-7823
3. Hours: 0730-1600 M-F-EH
(j) Small Package Express--After Duty Hours.
1. AV: 951-6400
2. Com'l: (619) 437-6400
(k) Safe Haven/Refuge.
1. AV: 951-6597

2. Com'l: (619) 437-6597
3. Hours: 0700-1500 M-F-EH
(l) Safe Haven/Refuge--After Duty Hours.
1. AV: 951-6594
2. Com'l: (619) 437-6594
(m) Passenger: CTO
1. AV: 951-6497
2. Com'l: (619) 437-6497
3. Hours: 0800-1615 M-F-EH
(n) BOQ Reservations.
1. AV: 951-5909
2. Com'l: (619) 437-5909
3. Hours: 0730-1600 M-F
(o) Airport Manager: Military.
1. AV: 951-6936
2. Com'l: (619) 437-6936
3. Hours: 0001-2400 M-SU
(p) Airport Manager: Commercial.
1. AV:
2. Com'l: (619) 231-5220
3. Hours: 0800-1700 M-F-EH
(q) Weapons Dept:
1. AV:
2. Com'l: (619) 437-6597
3. Hours:
(15) Embargo in Effect?: No
(16) Special Instructions:

b. Shipping and Receiving--Motor.

(1) Type Service: TL.
(a) Commodity: A&E
1. Destination: Thru Gate 5, NAS North Island, CA
2. ZIP: 92135-5019
3. SPLC: 889592290
4. Disability Cost--Load: $140
5. Disability Cost--Unload: $80
(b) Commodity: All other
1. Destination: Thru Gate 2, Bldg 652, NAS, North Island, CA
2. ZIP: 92135-5019
3. SPLC: 889592290
4. Disability Cost--Load:
5. Disability Cost--Unload:

(2) Type Service: LTL.
(a) Commodity: A&E
1. Destination: Thru Gate 5, NAS,
North Island, CA
2. ZIP: 92135-5019
3. SPLC: 889592290
(b) Commodity: All other
1. Destination: Thru Gate 2, Bldg
652, NAS, North Island, CA
2. ZIP: 92135-5019
3. SPLC: 889592290
(3) Type Service: Freight Forwarder.
(a) Commodity: A&E
1. Destination: Thru Gate 5, NAS
North Island, CA
2. ZIP: 92135-5019
3. SPLC: 889592290
(6) Commodity: All other
1. Destination: Thru Gate 5, Bldg
652, NAS, North Island, CA
2. ZIP: 92135-5019
3. SPLC: 889592290
(4) Maximum Daily Trailer Processing.
(a) Peacetime.
1. Number of Trailers--Load: 7
2. Number of Trailers--Unload: 6
(b) Peacetime With Concurrent Rail
Operations.
1. Number of Trailers--Load:
2. Number of Trailers--Unload:
(c) Mobilization.
1. Number of Trailers--Load: 22
2. Number of Trailers--Unload: 20
(d) Mobilization With Concurrent Rail
Operations.
1. Number of Trailers--Load:
2. Number of Trailers--Unload:
(5) Heavy Lift.
(a) Type Equipment: Crains
1. Maximum Capacity: 25-75 tons
2. Location: Activity
3. Advance Notice ot Consignee
Required?: Yes
(6) A&E Facilities?: Yes
(a) N.E.W. Capacity: Unlimited
(b) Consignee Approval Prior to

Shipment?: Yes
(7) Safe Haven Facilities?: Yes
(a) N.E.W. Capacity: Unlimited
(8) Refuge Facilities?: Yes
(9) Bulk Liquids (by tank truck)?: Yes
(a) Type Bulk Liquids Received: JP5 &
Motor fuel
(10) Containerized Cargo Facilities?: No
(11) REPSHIP Required?: Yes
(a) Minimum Number of Loads: 1
(b) Commodity: All
(12) Prelodge?: No
(13) Multiple Stop Deliveries?: No
(14) Transit Facility?: No
(15) Remarks: Note 3

c. Shipping and Receiving--Rail.

(1) Type Service: CL (Box car).
(a) Commodity: All
1. Destination: NAS, North Island,
National City, CA
2. ZIP: 92050
3. SPLC: 889592290
4. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
5. Carrier: San Diego & Imperial
Valley RR
(a) SCAC: SDIV
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(2) Type Service: CL (Flat car).
(a) Commodity: All
1. Destination: NAS, North Island,
CA
2. ZIP: 92050
3. SPLC: 889592290
4. Carrier: Santa Fe Railway

(a) SCAC: ATSF
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
5. Carrier: San Diego & Imperial Valley RR
(a) SCAC: SDIV
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(3) Type Service: CL (Tank car).
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(4) Type Service: CL (Gondola).
(a) Commodity: All
1. Destination: NAS, North Island, CA
2. ZIP: 92050
3. SPLC: 889592290
4. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Gov't switch
5. Carrier: San Diego & Imperial Valley RR
(a) SCAC: SDIV
(b) Type Delivery: Gov't switch
(5) Type Service: CL (Hopper).
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Carrier:
(a) SCAC:
(b) Type Delivery:
(6) Type Service: LCL.
(a) Commodity: All
1. Destination: NAS, North Island, CA

2. ZIP: 92050
3. SPLC: 889592290
4. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Gov't switch
5. Carrier: San Diego & Imperial Valley RR
(a) SCAC: SDIV
(b) Type Delivery: Gov't switch
(7) Type Service: TOFC.
(a) Commodity: All
1. Destination: NAS, North Island, CA
2. ZIP: 92050
3. SPLC: 889592290
4. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
5. Carrier: San Diego & Imperial Valley RR
(a) SCAC: SDIV
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(8) Type Service: COFC.
(a) Commodity: All
1. Destination: NAS, North Island, CA
2. ZIP: 92050
3. SPLC: 889592290
4. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
5. Carrier: San Diego & Imperial Valley RR
(a) SCAC: SDIV
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(9) Type Service: Bilevel.
(a) Commodity: All
1. Destination: NAS, North Island,

CA
2. ZIP: 92050
3. SPLC: 889592290
4. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
5. Carrier: San Diego & Imperial
Valley RR
(a) SCAC: SDIV
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(10) Type Service: Trilevel.
(a) Commodity: All
1. Destination: NAS, North Island,
CA
2. ZIP: 92050
3. SPLC: 889592290
4. Carrier: Santa Fe Railway
(a) SCAC: ATSF
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
5. Carrier: San Diego & Imperial
Valley RR
(a) SCAC: SDIV
(b) Type Delivery: Gov't switch
(c) Type Ramp--Portable:
(d) Type Ramp--Stationary:
(11) Maximum Daily Box Car Processing.
(a) Peacetime.
1. Number of Box Cars--Load:
2. Number of Box Cars--Unload:
(b) Peacetime With Concurrent Truck
Operations.
1. Number of Box Cars--Load:
2. Number of Box Cars--Unload:
(c) Mobilization.
1. Number of Box Cars--Load:
2. Number of Box Cars--Unload:
(d) Mobilization With Concurrent Truck
Operations.
1. Number of Box Cars--Load:
2. Number of Box Cars--Unload:

(12) Heavy Lift.
(a) Type Equipment: Cranes
1. Maximum Capacity: 25-75 tons
2. Location: Activity
3. Advance Notice to Consignee Required?: Yes
(13) Storage Space (Rail Cars): 35
(a) Sidings:
(b) Main Line:
(c) Other:
(14) A&E Facilities?: No
(15) Bulk Liquids (by tank car)?: No
(16) Containerized Cargo Facilities?: Yes
(a) Limiting Factor(s)?: No
(17) REPSHIP Required?: Yes
(a) Minimum Number of Loads: 1
(b) Type Shipment: All
(18) Transit Facility?: No
(19) Remarks: Note 3

d. Shipping and Receiving--Air.

(1) Type Service: Scheduled.
(a) Commodity: All
1. Destination: NAS, North Island--San Diego Int'l Airport, San Diego, CA
2. ZIP: 92101
3. SPLC: 889592290
4. Distance: 6 miles
5. Type Delivery: Carrier
6. Delivery Carrier: Shaker Express
(a) SCAC: SHKR
(2) Type Service: Charter.
(a) Commodity: All
1. Destination: NAS, North Island--San Diego Int'l Airport, San Diego, CA
2. ZIP: 92101
3. SPLC: 889592290
4. Distance: 6 miles
5. Type Delivery: Gov't pickup
(3) Type Service: Air Taxi.
(a) Commodity: All
1. Destination: NAS, North Island, San Diego, CA

2. ZIP: 92135-5019
3. SPLC: 889592290
4. Distance: 1 mile
5. Type Delivery: Gov't pickup
(4) Type Service: Freight Forwarder.
(a) Commodity: All
1. Destination: NAS, North Island--San Diego Int'l Airport, San Diego, CA
2. ZIP: 92101
3. SPLC: 889592290
4. Distance: 6 miles
5. Type Delivery: Carrier
6. Delivery Carrier: Shaker Express
(a) SCAC: SHKR
(5) Type Service: Logair.
(a) Commodity:
1. Destination:
2. ZIP:
3. SPLC:
4. Distance:
5. Type Delivery:
6. Delivery Carrier:
(a) SCAC:
(6) Type Service: Quicktrans.
(a) Commodity: All
1. Destination: NAS, North Island, San Diego, CA
2. ZIP: 92135-5019
3. SPLC: 889592290
4. Distance: 1 mile
5. Type Delivery: Gov't pickup
(7) Type Service: Military.
(a) Commodity: All

1. Destination: NAS, North Island, San Diego, CA
2. ZIP: 92135-5019
3. SPLC: 889592290
4. Distance: 1 mile

5. Type Delivery: Gov't pickup
(8) A&E Facilities?: Yes
(a) N.E.W. Capacity: Unlimited
Consignee Approval Prior to Shipment?:
Yes
(9) Ground Support Equipment.
(a) Commercial: San Diego Int'l
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(10) Ground Support Equipment.
(a) Military: NAS, North Island
1. Stairs?: Yes
2. Tow Tractors?: Yes
3. Air Starters?: Yes
4. Power Units?: Yes
5. Maintenance Lift Truck?: Yes
6. Lavatory Service Truck?: Yes
(11) Remarks:

e. Shipping and Receiving--Bus.

(1) Type Service: Package Express.
(a) Destination: NAS, North Island, San
Diego, CA
1. ZIP: 92101
2. SPLC: 889592290
3. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal: San Diego, CA
(c) Distance: 4 miles
(2) Remarks: Note 10

f. Shipping and Receiving--Water.

(1) Type Service.
(a) Breakbulk.
1. Destination: NAS, North
Island--NSC, San Diego, CA
(a) Distance: 2 miles
(b) ZIP: 92132
(c) SPLC: 889592290
(d) DODAAC: NOO244

(e) GBLOC: LKNQ
(b) Container.
1. Destination: NAS, North Island--NSC, San Diego, CA
(a) Distance: 2 miles
(b) ZIP: 92132
(c) SPLC: 889592290
(d) DODAAC: NOO244
(e) GBLOC: LKNQ
(c) Barge Ship.
1. Destination: NAS, North Island--NSC, San Diego, CA
(a) Distance: 2 miles
(b) ZIP: 92132
(c) SPLC: 889592290
(d) DODAAC: NOO244
(e) GBLOC: LKNQ
(d) Roll-on/Roll-off.
1. Destination: NAS, North Island--NSC, San Diego, CA
(a) Distance: 2 miles
(b) ZIP: 92132
(c) SPLC: 889592290
(d) DODAAC: NOO244
(e) GBLOC: LKNQ
(e) Tug & Barge.
1. Destination: NAS, North Island--NSC, San Diego, CA
(a) Distance: 2 miles
(b) ZIP: 92132
(c) SPLC: 889592290
(d) DODAAC: NOO244
(e) GBLOC: LKNQ
(f) Remarks:

g. Passenger Traffic.

(1) Type Service: Air Scheduled.
(a) Destination: San Diego, CA
1. Airport: San Diego Int'l
2. City/Airport Code: SAN
3. Terminal Distance: 6 miles
4. Taxi Fare: $12
5. Limousine Fare: $25
6. Bus Fare: $2
7. Rental Vehicles Available?: Yes

(2) Type Service: Air Charter.
(a) Destination: San Diego, CA
1. Airport: San Diego Int'l
2. City/Airport Code: SAN
3. Terminal Distance: 6 miles
(3) Military Air Facility.
(a) Destination:
1. Distance:
2. Taxi Fare:
3. Limousine Fare:
4. Bus Fare:
5. Rental Vehicles Available?:
(4) Type Service: Bus Scheduled.
(a) Destination: San Diego, CA
1. Carrier: Greyhound
(a) SCAC: GL
(b) Terminal Distance: 4 miles
(c) Rental Vehicles Available?: Yes
(5) Type Service: Bus Charter.
(a) Destination: NAS, North Island, San Diego, CA
(6) Type Service: Rail Scheduled.
(a) Destination: San Diego, CA
1. Carrier: AMTRAK
(a) SCAC: AMTK
(b) Terminal Distance: 6 miles
(c) Rental Vehicles Available?: Yes
(7) Type Service: Special Train.
(a) Destination:
(8) Lodging.
(a) Gov't Facilities?: Yes
1. Rate: $4
2. Latest Arrival Time: 0001-2400
(b) Hotel/Motel: Town and Country
1. Location: 500 Hotel Cir N
2. Phone: (800) 542-6082
3. Rate: $59
4. Airport Distance: 6 miles
5. Taxi Fare: $14
6. Limousine Fare:
7. Bus Fare: $5
(c) Hotel/Motel: Sheraton Harbor Island
1. Location: 1380 Harbor Island Dr
2. Phone: (800) 325-3535
3. Rate: $75
4. Airport Distance: 1 mile

5. Taxi Fare:
6. Limousine Fare:
7. Bus Fare:
(9) Commercial Travel Office.
(a) Name: SATO
(b) Location: Adjacent to North Island
Air Terminal
(10) GSA Travel Management Center?: No
(11) Remarks: