



DEPARTMENT OF VETERANS AFFAIRS
Deputy Assistant Secretary for Acquisition and Materiel Management
Washington, DC 20420

IL 90-00-3
June 21, 2000

OFFICE OF ACQUISITION AND MATERIEL MANAGEMENT INFORMATION LETTER

TO: Directors, VA Medical Centers; Chiefs of Acquisition and Materiel Management; Accountable Officers; Under Secretary for Health; Under Secretary for Memorial Affairs; Under Secretary for Benefits; Veterans Integrated Service Network Directors; Office of the Assistant Secretary for Human Resources and Administration; Deputy Assistant Secretary for Security and Law Enforcement; Chiefs of Police, and Office of the Inspector General

SUBJ: Forthcoming Policy Changes on Firearms and Motor Vehicles

1. The purpose of this Information Letter is to notify you of forthcoming policy changes on the disposal of firearms as a result of General Services Administration's (GSA) new firearms reporting policy. Copies of the bulletins and amendment are attached for your use and compliance.

2. On July 23, 1999, GSA issued GSA Bulletin Federal Property Management Regulation (FPMR) H-75, Utilization and Disposal, which requires that all firearms in a condition code 4 or better be reported to GSA as a single item per report to include serial number, make, and model. Excess firearms in all other condition codes, or firearms that do not have value as evidence, should be destroyed by melting down or cutting. Facilities that do not have the means to destroy weapons in this manner should seek the assistance of local or State law enforcement agencies. A senior Department of Veterans Affairs (VA) police official or designee at VA facility should witness the destruction. Witnessing is not necessary where the weapon(s) has been turned over to a local, State, or Federal law enforcement agency for destruction. If a VA firearm is being held for evidence, it will remain in the custody of VA Law Enforcement officials until such time as a court or other judicial system releases it for disposal.

3. GSA Bulletin H-79, Utilization and Disposal, was issued on December 2, 1999, requiring all firearms acquired through abandonment or forfeiture also be reported to GSA. In addition, on July 28, 1999, GSA issued FPMR Amendment H-204, Excess Personal Property Reporting Requirements. This amendment removes the prohibition on donation of surplus Federal firearms and allows donations to State and local law enforcement activities (this is an additional requirement to GSA Bulletin FPMR H-75).

GSA will coordinate all firearm donations.

2.

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4. The designated Accountable Officer at each VA facility will be responsible for submitting their firearm reports to GSA on a quarterly basis. VA offices having authorization for firearms should provide the Accountable Officer with the required firearm data and coordinate all disposal actions with that official.

5. Currently, VA has no mandatory requirement to track motor vehicles. This is done at a facility's discretion. However, there is a requirement for an annual report on motor vehicle data, but costs and disposal actions are not included in this data. Based on discussions on this issue with VA Central Office representatives from the Office of the Inspector General (50) and the Network Program Support staff, Veterans Health Administration (10NB), the policy to track motor vehicles, regardless of cost, will be reinstated.

6. We recommend that you begin to take the necessary steps to track both firearms and motor vehicles in the Automated Engineering Management System/Medical Equipment Reporting System (AEMS/MERS) or any other automated system. You will need this information for both items when assembling the "Annual Certification of Year-end Property Inventories" report which is due to the Office of Acquisition and Materiel Management (92A) at the end of this fiscal year and thereafter.

NOTE: No form of barcoding labels should be applied to Department owned firearms carried by authorized VA personnel. Doing so may permanently damage the firearm and void the manufacturers' warranties. We recommend that you maintain a barcode label on file for each firearm to be used for automated inventory.

7. Please contact Linnie Baker, Inventory Management Specialist, at (202) 273-6109 or Sandra Miller, Supply Management Specialist, at (202) 273-6089 if you have any questions.

/s/Robert C. Bado
for Gary J. Krump

Attachments (3)

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