



ACQUISITION,  
TECHNOLOGY  
AND LOGISTICS

THE UNDER SECRETARY OF DEFENSE

3010 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3010

OCT 16 2008

MEMORANDUM FOR SECRETARY OF THE NAVY  
SECRETARY OF THE AIR FORCE  
DIRECTOR, DEFENSE LOGISTICS AGENCY

SUBJECT: Nuclear Weapons-Related Materiel (NWRM)

Your reports to the Secretary of Defense on the comprehensive review and physical inventory of nuclear weapons and NWRM accounted for all nuclear weapons and nuclear components but also identified the need for improved management of NWRM. Based on your recommendations and the assessments of the Office of the Secretary of Defense NWRM Inventory Oversight Team (IOT), I believe it is appropriate and necessary to take several immediate steps to provide greater control over these items.

For the purpose of accountable inventory controls, NWRM is defined as:

“classified or unclassified assemblies and subassemblies (containing no fissionable or fusionable material) identified by the Military Departments (MILDEPs) that comprise or could comprise a standardized war reserve nuclear weapon (including equivalent training devices) as it would exist once separated/removed from its intended delivery vehicle.”

The term “delivery vehicle” is defined as the portion of a weapon system that delivers a nuclear weapon to its target. This includes cruise and ballistic missile airframes as well as delivery aircraft.

These NWRM assets require special controls to maintain and protect system integrity, security, and accountability as well as engineering and design information. Based on this criteria and the definition, the Military Departments will identify the applicable NWRM assemblies and subassemblies within 30 days of the date of this memorandum and update that list every 2 years or more often, as needed. The following actions, along with the actions listed in Attachment A, will be taken immediately to control NWRM items:

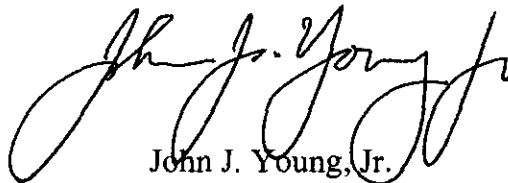
- All NWRM currently awaiting demilitarization by DoD and held in MILDEP/DLA inventories will be demilitarized as soon as feasible. A schedule for NWRM demilitarization will be prepared within 30 days of the date of this memorandum, and the actual demilitarization will be accomplished within a timeframe approved by my office.



- All personnel handling NWRM will be provided awareness training on the proper handling of NWRM consistent with this policy within 60 days of the date of this memorandum. The training will also reemphasize MILSTD 129 for proper uniform military marking for shipment and storage, and MIL-STD 2073-1E DoD Standard Practice for Military packaging.
- All individual NWRM items will be accounted for and managed by serial number. The NWRM will meet the requirements of DoDI 8320.04, "Item Unique Identification (IUID) Standards for Tangible Personal Property," June 16, 2008. This will include assignment of a Unique Item Identifier (UII). Consistent with appropriate engineering analysis, the individual NWRM item in the DoD supply system will be marked with the machine-readable UII or assigned a virtual UII as appropriate in accordance with IUID policy. The UII marked item will be captured by automated identification technology and used to establish and maintain positive inventory control. A Serialized Item Management implementation plan for the serialized management of NWRM items will be submitted to my office within 90 days of the date of this memorandum.

Attachment A to this memorandum identifies the minimum level of special handling procedures that must be implemented to manage NWRM items within 120 days of the date of this memorandum and incorporated into DoD and Military Department/Defense Agency-level policies within 180 days of the date of this memorandum. The Military Departments/Defense Agencies will also make appropriate use of the capabilities of passive Radio Frequency Identification technology to provide automatic notification of the movement of sensitive items and will give appropriate consideration to OPSEC requirements. The Military Departments may identify and implement more stringent procedures.

I appreciate all of the actions already taken to ensure the highest levels of accountability and control are applied in the stewardship of these sensitive items. Please provide plans to implement these policies, including identification of the applicable NWRM, to my office and brief the NWRM Inventory Oversight Team within 30 days of the date of this memorandum. The NWRM IOT will then transition oversight of implementation actions to the Nuclear Weapons Council and the Senior National Security Presidential Directive (NSPD)-28 Oversight Committee. Attachment B summarizes all of the actions required.



John J. Young, Jr.

Attachments:  
As stated

cc:  
Secretary of the Army

## ATTACHMENT A

### **Special Handling Procedures for Nuclear Weapons-Related Materiel (NWRM)**

- All shipments and receipts of NWRM shall have a 100 percent report of shipment (REPSHIP) confirmation utilizing auditable electronic interchange. Until systems changes are implemented, email REPSHIP notifications are acceptable. The shipper shall notify the recipient of the shipment and the recipient shall acknowledge receipt of the shipment. A deadline not to exceed 2 hours for these notifications and acknowledgements shall be strictly enforced for CONUS and 8 hours for OCONUS locations. If a shipment is not acknowledged as received when expected, the shipping organization shall initiate and follow through with an investigation until the matter is resolved. The receiving organization shall assist the shipping organization, as requested. Auditable electronic records of all REPSHIP shall be retained for 5 years. The Military Departments and DLA will assess enhancements to the current process in which the shipper notifies the recipient of the intention to ship the NWRM and shall await a positive acknowledgement from the recipient before the shipment occurs.
- Procedures for readily identifiable packaging of NWRM shall be developed and implemented within 120 days of the date of this memorandum. The procedures shall give appropriate consideration to OPSEC requirements.
- All NWRM shall be verified (e.g., visual, barcodes, RFID), prior to closure of the packaging and/or shipping container, by a supervisor/lead or agency-designated individual to ensure that the individual items, quantities, markings, and associated paperwork are correct. A MILDEP/Defense Agency process checklist or similar tool should be made available to facilitate the verification. Personnel verifying the contents shall possess the appropriate subject matter expertise to be able to properly inspect and identify the subject items and to ensure the accompanying documentation accurately reflects the container contents. An indicator that this verification has taken place will enable expedited processing of receipts.
- All receipts for NWRM shall be validated at the individual item level by UII, and for kind, count and condition unless the recipient has verification that the appropriate packing procedure described above has been followed and there is no evidence of tampering. Until systems changes implementing the IUID concept are completed, interim UII procedures are acceptable. The Military Department/Defense Agency shall establish an alternative process to verify a receipt if product integrity will be compromised by opening the package. The contents of all containers will be inspected if there is evidence of tampering. The receiving organization shall submit a discrepancy report within 24 hours to the packing or shipping organization if there are mismatches between the markings on the packaged NWRM and the actual NWRM in the package. The web-based Supply Discrepancy Report process shall be used to enhance tracking and generate automated email alerts. The shipping activity then has 24 hours to respond to the discrepancy report. The packing or shipping organization shall take appropriate corrective actions to preclude a recurrence of mismatches.

- As a minimum, all NWRM not tracked as part of the end item will undergo a 100 percent physical count by UII at least semi-annually. NWRM assets controlled and/or stored by DLA will be included in any Item Manager-directed worldwide inventory. When the items are banded and crated or in a sealed container, the inventory shall consist of a 100 percent count as reflected by the number of items listed on the crates/containers and the specific UII's verified using the MILSTD 129 IUID marking requirements for shipment and storage. Any evidence of tampering shall be cause for a crate to be opened and a 100 percent count taken of the contents. Causative research is required on any discrepancies found as a result of the inventory. Adjustments to the accountable record as a result of the causative research must be approved at the Flag Officer/Senior Executive Service level regardless of dollar value.
- Training courses on the detailed procedures for NWRM will be developed by the components to implement this policy. The training must include positive inventory control and accountability, particularly the prompt identification and accountability of disassembled items. Once developed, the training will be provided to organic and contractor personnel to include distribution personnel to enable them to properly handle and account for NWRM and update information systems accordingly.
- All personnel newly assigned to handle NWRM shall be trained prior to assuming their duties. All personnel handling NWRM shall receive refresher training at least annually. Completion of training requirements shall be documented by the MILDEP/Defense Agency.
- Disassembled NWRM items not subsequently reassembled in the same action will be added/updated in the accountable records within 24 hours of disassembly at the base and/or depot level (contractor or organic).
- Unserviceable NWRM items will be promptly marked with the correct condition and will not be co-mingled in storage with serviceable items or other unserviceable items of another condition.
- All NWRM will be identified in key information systems in such a way as to ensure personnel handling the materiel are alerted that special handling procedures are required. The procedures shall give appropriate consideration to OPSEC requirements.
- Demilitarization of NWRM by DoD will be executed in a timely fashion IAW a plan and timeframe approved by USD(AT&L).
- The Military Departments and DLA will conduct an audit of current procedures annually to ensure corrective actions are taken to address any systemic supply chain management issues.

ATTACHMENT B

**Nuclear Weapons-Related Materiel (NWRM)**

<b>ACTION</b>	<b>DEADLINE</b>
Provide NWRM Plans & Brief Nuclear Inventory Oversight Team	30 days from date of memorandum
Identify NWRM Items	30 days from date of memorandum
Schedule of NWRM Demilitarization	30 days from date of memorandum
NWRM Awareness Training	60 days from date of memorandum
Serialized Item Management Implementation Plan	90 days from date of memorandum
Implementation of NWRM Policies	120 days from date of memorandum
Incorporation of NWRM policies into DoD/MILDEP/Agency publications	180 days from date of memorandum