



DEFENSE LOGISTICS AGENCY
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MAY 28 2004

IN REPLY J-37
REFER TO

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Memorandum to Department of Defense (DOD) Defense Materiel
Disposition Manual 4160.21-M, dated August 1997, Chapters 3 and 10

We have reviewed the subject DOD manual and request the following changes be made:

Chapter 3, paragraph B.1.a, add, as the last two sentences:

“When preparing documentation for excess, surplus, scrap or Federal Excess Personal Property (FEPP), utilizes military service/defense agency automated or electronic systems to the extent practical. This is the preferred method of submitting information, particularly for turn-in of Hazardous Waste (HW).”

Chapter 3, Attachment 2, add “Federal Stock Class (FSC) 5820” to the list of FSCs requiring turn-in by valid National Stock Number (NSN).

Chapter 3, paragraph B.5.b; revise to read:

“Due to national security concerns, the FSCs listed in Attachment 2 that are clearly Munitions List Items/Commerce Control List Items (MLI/CCLI) require a higher degree of documentation. When these items are not assigned an NSN, the Disposal Turn-In Document (DTID) must include the appropriate FSC, the valid part number and manufacturer’s name, nomenclature which accurately describes the item, the end item application, and a clear text statement explaining why the NSN is not included (e.g., locally purchased item, found on post, etc. lost, abandoned, privately owned property, etc.). This information may be annotated directly on the DTID or securely attached to the DTID. Please note the following exception: the FSC 2330 trailer population not identified as MLI/CCLI items, such as commercial type cargo trailer, house trailer, boat trailer, etc., are exempt from this detailed disposal turn-in reporting requirement.”

Chapter 10, replace paragraph F.3, with the following:

"Manifesting and Land Disposal Restrictions (LDR) Notification/Certification. An applicable Uniform Hazardous Waste Manifest (UHW) and any required LDR Notification or Certification shall be prepared to accompany all offsite shipments of HW and shall include a 24-hour emergency notification telephone number. The installation commander has primary responsibility for signing manifests, but may delegate signature authority to a designated



representative. All manifests will be signed by the installation's designated representative. DRMO co-signature is not required. In instances where the permit holder delegates signature authority to a co-located DRMO, only the authorized DRMO representative's signature is required.

Chapter 10, Attachment 1, Item 24, paragraph c.(4), last sentence, change to read:

“Removal service may be arranged through a turn-in activity or host installation having certified technicians, or DRMS/DRMO may contract the recovery service on a reimbursable basis per DOD policy in paragraph B.1.k. of this chapter.”

Points of contact for this matter are Ms. Susan Healy, DSN 932-7645 and Ms. Juawice Johnson, DSN 427-4321.



FREDERICK N. BAILLIE
Executive Director
Distribution and Reutilization Policy

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