

**Army Regulation 700-144**

**Logistics**

# **Demilitarization and Trade Security Controls**

**Headquarters  
Department of the Army  
Washington, DC  
5 May 2009**

**UNCLASSIFIED**

# ***SUMMARY of CHANGE***

AR 700-144

Demilitarization and Trade Security Controls

This administrative revision, dated 5 May 2009--

- o Updates Office of the Deputy Chief of Staff, G-4 organization and nomenclature (throughout).
- o Makes administrative changes (throughout).

Effective 20 May 2009

## Logistics


### Demilitarization and Trade Security Controls

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By Order of the Secretary of the Army:

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*General, United States Army*  
*Chief of Staff*

Official:

  
JOYCE E. MORROW  
*Administrative Assistant to the*  
*Secretary of the Army*

**History.** This publication is an administrative revision. The portions affected by this administrative revision are listed in the summary of change.

**Summary.** This regulation establishes Army policies and instructions to comply with DOD 4160.21-M-1. It defines responsibilities and provides policies for demilitarization and trade security controls of Army equipment, equipment components, repair parts, and supplies.

**Applicability.** This regulation applies to the Active Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve unless

otherwise stated. Also, it applies to Army acquisition program managers, commercial contractors, and Department of the Army civilians.

**Proponent and exception authority.** The proponent of this regulation is the Deputy Chief of Staff, G-4. The proponent has the authority to approve exceptions or waivers to this regulation that are consistent with controlling law and regulations. The proponent may delegate this approval authority, in writing, to a division chief within the proponent agency or its direct reporting unit or field operating agency, in the grade of colonel or the civilian equivalent. Activities may request a waiver to this regulation by providing justification that includes a full analysis of the expected benefits and must include formal review by the activity's senior legal officer. All waiver requests will be endorsed by the commander or senior leader of the requesting activity and forwarded through their higher headquarters to the policy proponent. Refer to AR 25-30 for specific guidance.

**Army management control process.** This regulation contains management control provisions in accordance with AR

11-2 and identifies key management controls that must be evaluated (see appendix D).

**Supplementation.** Supplementation of this regulation and establishment of command and local forms are prohibited without prior approval from the Office of the Deputy Chief of Staff, G-4, (DALO-SUE), 500 Army Pentagon, Washington, DC 20310-0500.

**Suggested improvements.** Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Office of the Deputy Chief of Staff, G-4, (DALO-SUE), 500 Army Pentagon, Washington, DC 20310-0500.

**Distribution.** This publication is available in electronic media only and is intended for command levels C, D, and E for the Active Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve.

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\*This regulation supersedes AR 700-144, dated 24 February 2006.

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# Chapter 1

## Army Demilitarization Policy

### Section I

#### General

#### 1-1. Purpose

This regulation establishes policies for Army participation in the Department of Defense (DOD) Demilitarization and Trade Security Controls (TSC) Program. It mandates procedures for demilitarization (demil) coding and implements procedures outlined in—

- a. Department of Defense Directive (DODD) 2030.8.
- b. DODI 4715.4.
- c. DOD 4160.21-M.
- d. DOD 4160.21-M-1.

#### 1-2. References

Required and related publications and prescribed and referenced forms are listed in appendix A.

#### 1-3. Explanation of abbreviations and terms

Abbreviations and special terms used in this regulation are explained in the glossary.

### Section II

#### Army Demilitarization Policy

#### 1-4. General demilitarization policy guidelines

a. Public safety will be given the utmost consideration. All Army excess property will be reutilized when possible to ensure maximum value is returned to the U.S. taxpayer. Therefore, Defense Reutilization and Marketing Offices (DRMOs) will be used to the maximum extent possible to perform reutilization and demilitarization.

b. Property will be managed to control the transfer of technology, goods, services, and munitions list items (MLI) and/or commerce control list items (CCLI) consistent with U.S. National Security and foreign policy objectives. Transfers of advanced technology, manufacturing and design know-how of goods, services, and MLI and/or CCLI will not take place with any country or international organization unless the transfer supports specified national security or foreign policy objectives.

c. Excess property, including surplus and foreign excess personal property, military assistance property, and grant aid property returned to the Army's control, will be disposed of in accordance with this regulation, DOD 4160.21-M, and DOD 4160.21-M-1.

d. Excess property in the possession of contractors will be disposed of in accordance with the contract demilitarization clause (app D), the Federal Acquisition Regulation (FAR), subpart 45.6, and DOD 4160.21-M-1. Included are all commodities controlled for reasons of national security, foreign policy, and nuclear and/or chemical weapons proliferation.

#### 1-5. Qualified recycle programs

Excess property, with the exception of firing range-expended brass and mixed metals gleaned from firing range cleanup, MLI and/or CCLI (including demilitarized MLI) as defined in the DOD 4160.21-M-1, **will not** be sold through any recycle program. Firing range-expended brass and mixed metals gleaned from firing range cleanup **only** may be sold through a qualified recycle program (see DODI 4715.4, specifically para E3.1.10 for the definition of qualified recycle program excluded materials).

#### 1-6. Demilitarization and disposal plans

a. During the design process, hazardous materials contained in systems will be documented to support the system's demilitarization and safe disposal. Demilitarization and disposal plans will be developed in accordance with the guidelines in chapter 4 of this regulation. These plans will be submitted to the DOD demilitarization program manager (DDPM), allowing sufficient time for review and approval prior to the developmental test and evaluation (DT&E) milestone. The plan will contain sufficient information to allow demilitarization and disposal to be carried out in accordance with DOD 4160.21-M-1 and to minimize Army liability relating to all legal and regulatory requirements regarding safety, security, health, and the environment.

b. Demilitarization plans will be as straightforward and concise as possible, providing information directly related to the item and its demilitarization and disposal process.

c. The DOD Demilitarization Life Cycle Planning Center (DLPC) offers demilitarization and/or disposal plan development under fee for service contracts.

### **1-7. Personnel and training**

a. Position descriptions will reflect the demilitarization responsibilities for personnel involved in demilitarization code assignments or reviews and for those responsible for determining how weapon systems are demilitarized.

b. Exceptional care will be exercised in the assignment of demilitarization coordinators (DC). The taxpayer's role as bill payer as well as the diplomacy required in an area where demand far exceeds supply must be understood. Demilitarization coordinators will represent the Army daily to prominent civilian officials, including elected officials, and must be able to interpret Army policies clearly and tactfully. At all times, DC will portray an image of excellence to the general public.

c. The following is a list of coordinator addresses for U.S. Army activities with assigned demilitarization program managers or coordinators:

(1) Deputy Chief of Staff, G-4 (DCS, G-4), Supply Policy Division, Demilitarization Program Manager (DALO-SMP), 500 Army Pentagon, Washington, DC 20310-0500.

(2) U.S. Army Materiel Command (AMCOPS-SLA), Demilitarization Program Manager, 9301 Chapek Road, Fort Belvoir, VA 22060-5527.

(3) U.S. Army Tank-Automotive and Armaments Command (AMSTA-LC-CSL-D), Demilitarization Coordinator, 1 Rock Island, Building 110, Rock Island Arsenal, Rock Island, IL 61299-7630.

(4) U.S. Army Tank-Automotive and Armaments Command (AMSTA-LC-CID), M/S: 419, 6501 E. 11 Mile Road, Warren, MI 48397-5000.

(5) U.S. Army Joint Munitions Command (AMSJM-CTD), Demilitarization Coordinator, Rock Island, IL 61299-6000.

(6) U.S. Army Aviation and Missile Command (AMSAM-MMC-MM-R), Demilitarization Coordinator, Building 5302, WKSTN 22F183, Redstone Arsenal, AL 35898-5000.

(7) U.S. Army Communications and Electronics Command (AMSEL-LC-LEO-SM), Demilitarization Coordinator, Building 1200W, Fort Monmouth, NJ 07703-5000.

(8) U.S. Army Research, Development and Engineering Command (AMSSB-RCB-RE) (Chemical Biological (CB) Services Directorate), Demilitarization Coordinator, E5183 Blackhawk Road, Aberdeen Proving Ground, MD 21010-5424.

(9) U.S. Army Simulation, Training and Instrument Command (SFAE-STRI-PS-W) (ACQ LOG), Program Executive Officer STRI Demilitarization Coordinator, 12350 Research Parkway, Orlando, FL 32826-3276.

d. The DOD Demilitarization and Trade Security Controls Program Office maintains the DOD Demilitarization Training Program. The Defense Demilitarization Program Course (DDPC) is included in the curriculum of the DLPC at the Naval Underwater Systems Center, Newport, RI. This course is **mandatory** for all Army personnel responsible for the management, administration, and/or oversight of any aspect of the demilitarization and/or TSC programs, for example, TSC investigators, inventory managers, technical managers, equipment specialists, cataloging specialists, weapons systems managers, administrative contract officers, procuring contracting officers, property administrators, plant clearance officers, quality assurance specialists, termination contracting officers, and sales contracting officers. Controls to ensure all appropriate personnel are scheduled to receive the requisite training regarding current demilitarization policy and procedures will be established.

e. Funding must be programmed for the DDPC requirement and all class allocations satisfied for each class scheduled. To minimize resource impacts, classes are held on site at life cycle management command (LCMC) activities. The hosting LCMC funds class attendees.

### **1-8. Personnel qualifications**

Army and contractor employees initially assigning or reviewing demil codes for accuracy must be technically qualified. Successful completion of the DDPC, a prerequisite for personnel assigning or reviewing demil codes, qualifies individuals to perform these tasks. Most individuals who have not successfully completed the DDPC course do not have the technical foundation needed to assign accurate demil codes.

### **1-9. Accuracy of demilitarization code assignments**

a. Emphasis must be placed on the accurate assignment of demil codes throughout the property's life cycle. Demilitarization codes will be checked for accuracy prior to recording them in the Federal Logistics Information System (FLIS) (see table 1-1 for a question-and-answer scenario that aids in assigning accurate demil codes). When assigning or reviewing demil codes, follow the decision tool (table 1-1) logic sequentially until an accurate demil code is assigned.

**Table 1-1**  
**Demilitarization code assignment decision tool**

**Note 1:** Items that qualify for demil code “D” assignment, which **do not** contain constituents (ingredients, elements, parts or components) that will cause environmental or personnel safety concerns during the physical performance of demilitarization, will be assigned demil code “D.” Assign demil code “F” to items that **do** contain constituents that will cause environmental or personnel safety concerns during physical performance of demilitarization and prepare the demil code “F” instructions.

1. All security-classified items will be assigned a demil code “P.” Is the item security classified?

Yes—assign demil code “P.”	No—go to question 2.
2. All unclassified live ammunition, explosives, and dangerous articles (AEDA) will be assigned a demil code “G.” Is the item unclassified live AEDA?	
Yes—assign demil code “G.”	No—go to question 3.
3. All “common hardware” (for example, nuts, bolts, screws, brackets, and so on) <b>will</b> be assigned demil code “A.” Is the item identified in this paragraph?	
Yes—assign demil code “A.”	No—go to question 4.
4. All wiring, cable harnesses, and wiring assemblies <b>not</b> designed, configured, modified or manufactured for military use will be assigned a demilitarization code “A.” Is the item identified in this paragraph?	
Yes—assign demil code “A.”	No—go to question 5.
5. Items <b>not</b> specifically designed, modified, or configured for military use, <b>are</b> identical in design, structure, composition, and utility to an equivalent item in the commercial market, and <b>does not</b> meet the criteria for a CCLI are assigned a demil code “A.” However, if the item is also identified in Parts 730 through 774, Title 15, Code of Federal Regulations (15 CFR 730 through 774), assign demil code “Q.” Is the item identified in this paragraph?	
Yes—assign demil code “A” or “Q” as appropriate.	No—go to question 6.
6. All wiring, cable harnesses, and wiring assemblies designed, configured, modified, or manufactured for military use will be assigned a demilitarization code “B” (except when used in nuclear triggering devices). Is the item identified in this paragraph?	
<b>Note 2:</b> Use the DOD 4160.21-M-1 (app 4, categories I through XXI and paras A through C) to assign the remaining demil codes. Select the pertinent category (I through XXI) associated with the item being coded. Search paragraphs A through C sequentially (questions 7 through 10, below) within the selected category for item nomenclatures or system characteristics. These items will be assigned demil code “B,” “C,” “D,” or “F.” Go to question 7.	
7. Items identified in paragraph A will be assigned a demil code of “D” if a demil code of “F” is <b>not</b> better suited (see note 1). Is the item identified in paragraph A of the selected categories (I through XXI)?	
Yes—item is identified in paragraph A, assign demil code “D” or “F,” as appropriate (see note 1).	No—go to question 8.
8. Items identified in paragraph B as a key point (down part) will be assigned a demil code of “D” if a demil code of “F” is <b>not</b> better suited (see note 1). Is the item’s key point identified in paragraph B of the selected category (I through XXI)?	
Yes—item is identified in paragraph B as a key point, assign demil code “D” or “F,” as appropriate (see note 1).	No—go to question 9.
9. Items identified in paragraph B <b>but not</b> as a key point are assigned a demil code of “C.” Is the item identified in paragraph B and <b>not</b> a key point of the selected categories (I through XXI)?	
Yes—item is identified in paragraph B but not as a key point, assign demil code “C.”	No—go to question 10.
10. Items identified in paragraph C will be assigned a demil code of “B.” Is the item identified in paragraph B and of the selected category (I through XXI)?	
Yes—item is identified in paragraph C, assign demil code “B.”	No—go to question 1 because you have exhausted all possible demil code assignment possibilities.

Notes:

<sup>1</sup> After assigning an accurate demil code, a controlled inventory item code (CIIC) must be selected and assigned to the item. A demil code and CIIC compatibility matrix are provided in table 1-2. Table 1-3 contains current authorized demil codes and their definitions in accordance with DOD 4160.21-M-1. No other codes are authorized.

*b.* See table 1-2 for demil code, CIIC, item category code (ICC), reportable item control code (RICC), and special control item code (SCIC) compatibility matrix.

**Table 1-2**

**Demilitarization code, control inventory item code, item category code, reportable item control code, and special control item code compatibility matrix**

DEMIL	CIIC	ICC	RICC	SCIC
P	A-H, K, L, S, T, 5, 6, 8 (Note 1)	0	0, 2, 8, A, B, C, D, E, F, G, H, J, K, L, M, N, P, Q, R, Z	3, 5, 6, Z
G	1-9, A-H, J, K-T, V-Z (Note 2)	0	0, 2, 8, A, B, C, D, E, F, G, H, J, K, L, M, N, P, Q, R, Z	3, 5, 6, Z
A, B, Q	1-4, 9, I, J, M-R, U-Z	0	0, 2, 8, A, B, C, D, E, F, G, H, J, K, L, M, N, P, Q, R, Z	3, 5, 6, Z
C, D, E, F	1-4, 7, 9, I, J, M-R, V-Z, \$	0	0, 2, 8, A, B, C, D, E, F, G, H, J, K, L, M, N, P, Q, R, Z	3, 5, 6, Z
P	A-H, K, L, S, T, 5, 6, 8 (Note 1)	1, 4, 5, 6	0, 2, 8, A, B, C, D, E, F, G, H, J, K, L, M, N, P, Q, R, Z	0-4, 7, 8, A-D, T, V, W
G	1-9, A-H, J, K-T, V-Z (Note 2)	1, 4, 5, 6	0, 2, 8, A, B, C, D, E, F, G, H, J, K, L, M, N, P, Q, R, Z	0-4, 7, 8, A-D, T, V, W
A, B, Q	1-4, 9, I, J, M-R, U-Z	1, 4, 5, 6	0, 2, 8, A, B, C, D, E, F, G, H, J, K, L, M, N, P, Q, R, Z	0-4, 7, 8, A-D, T, V, W
C, D, E, F	1-4, 7, 9, I, J, M-R, V-Z, \$	1, 4, 5, 6	0, 2, 8, A, B, C, D, E, F, G, H, J, K, L, M, N, P, Q, R, Z	0-4, 7, 8, A-D, T, V, W
P	A-H, K, L, S, T, 5, 6, 8 (Note 1)	2	8, D, E, F	1, 3, 5, 9, E-H, R, X
G	1-9, A-H, J, K-T, V-Z (Note 2)	2	8, D, E, F	1, 3, 5, 9, E-H, R, X
A, B, Q	1-4, 9, I, J, M-R, U-Z	2	8, D, E, F	0, 3, 5, 9, E-H, R, X
C, D, E, F	1-4, 7, 9, I, J, M-R, V-Z, \$	2	8, D, E, F	Not applicable (NA)
A, B, Q	1-4, 9, I, J, M-R, U-Z	3	0, 2, 8, A, B, C, D, E, F, G, H, J, K, L, M, N, P, Q, R, Z	0-2, 4, 7-9, A-D, J, T, V, W
C, D, E, F	1-4, 7, 9, I, J, M-R, V-Z, \$	3	8, D, E, F	NA
A, B, Q	1-4, 7, 9, I, J, M-R, U-Z	7	8, D, E, F	0, 1, 7, 8, A, V
C, D, E, F	1-4, 7, 9, I, J, M-R, V-Z, \$	7	8, D, E, F	0, 1, 7, 8, A, V
P	A-H, K, L, S, T, 5, 6, 8 (Note 1)	8	0, 2, A, B, C, G, H, J, K, L, M, N, P, Q, R, Z	1, 3, 5, 6, E-H, K, M, P, R, S, U, X, Z
G	1-9, A-H, J, K-T, V-Z (Note 2)	8	0, 2, A, B, C, G, H, J, K, L, M, N, P, Q, R, Z	1, 3, 5, 6, E-H, K, M, P, R, S, U, X, Z
A, B, Q	1-4, 9, I, J, M-R, U-Z	8	0, 2, A, B, C, G, H, J, K, L, M, N, P, Q, R, Z	1, 3, 5, 6, E-H, K, M, P, R, S, U, X, Z
C, D, E, F	1-4, 7, 9, I, J, M-R, V-Z, \$	8	0, 2, A, B, C, G, H, J, K, L, M, N, P, Q, R, Z	1, 3, 5, 6, E-H, K, M, P, R, S, U, X, Z
A, B, Q	1-4, 9, I, J, M-R, U-Z	9	0, 2, 8, A, B, C, D, E, F, G, H, J, K, L, M, N, P, Q, R, Z	0-2, 4, 7, A-D, T, V, W

**Table 1-2  
Demilitarization code, control inventory item code, item category code, reportable item control code, and special control item code compatibility matrix—Continued**

DEMIL	CIIC	ICC	RICC	SCIC
C, D, E, F	1-4, 7, 9, I, J, M-R, V-Z, \$	9	0, 2, 8, A, B, C, D, E, F, G, H, J, K, L, M, N, P, Q, R, Z	0-2, 4, 7, A-D, T, V, W

Notes:

<sup>1</sup> Arms items with CIIC of 5, 6, or 8 will have a demil code of "P."

<sup>2</sup> Security-classified AEDA will have a demil code of "P." Unclassified AEDA will have a demil code of "G."

c. A demil code will not be assigned to items for the following unrelated reasons: Items determined to be unsafe for use or in short supply or to preclude the use, reuse, or re-procurement of defective, unserviceable, finite-life, or quality-deficient material. An accurate demil code is assigned in accordance with DOD 4160.21-M-1 (app 4, categories I through XXI, paras A through C).

**Table 1-3  
Demilitarization code definitions**

Code	Explanation
A	Non-MLI and/or non-CCLI—Demilitarization not required.
B	MLI (non-significant military equipment (SME))—Demilitarization not required. TSCs required at disposition.
C	MLI (SME)—Remove and/or demilitarize installed key points, or lethal parts, components, and accessories in accordance with DOD 4160.21-M-1.
D	MLI (SME)—Total destruction of item and components so as to preclude restoration or repair to a usable condition by melting, cutting, tearing, scratching, rushing, breaking, punching, neutralizing, and so on. (As an alternative, burial or deep water dumping maybe used when approved by the DOD Demilitarization Program Office.)
E	<b>This code is obsolete—do not use.</b> Materiel previously coded E was additional critical material determined by the DOD Demilitarization Policy Working Group to require demilitarization, either key point or total destruction with demilitarization instructions furnished by the DOD Demilitarization Program Office. This materiel has been incorporated into paragraphs A or B, as appropriate within each category of DOD 4160.21-M-1, appendix 4.
F	MLI (SME)—Demilitarization instructions to be furnished by the item and/or technical manager.
G	MLI (SME)—Demilitarization required—AEDA. Demilitarization will be accomplished and the material rendered explosive free and/or inert prior to physical transfer to a DRMO or release from DOD control. <b>This code will be used for all unclassified AEDA.</b>
P	MLI (SME)—Security-classified item—Declassification and demilitarization and removal of any sensitive markings or information will be accomplished prior to accountability or physical transfer to a disposal activity or release from DOD control. <b>This code will also be assigned to classified AEDA.</b>
Q	<b>CCLI</b> —Demilitarization not required. CCLIs are dual use (military, commercial, and other strategic uses) items under the jurisdiction of the Bureau of Industry and Security, U.S. Department of Commerce, through the Export Administration Regulations. These types of items under the commerce control list (CCL) are commodities (that is, equipment, materials, electronics, and so on), software, and technology. The CCL does not include those items exclusively controlled by another department or agency of the U.S. Government (see DOD 4160.21-M-1, chap III, app 5).

d. A cataloging request for national stock number (NSN) assignment requires a mandatory demil code assignment. Cataloging requests without accompanying demil codes are rejected. Do not use an automated system program to assign a default demil code when a demil code is not provided with a catalog request.

### 1-10. Demilitarization code challenges

a. The Defense Reutilization and Marketing Service (DRMS) Demilitarization Code Management Office (DCMO) administers the demil code challenge program for the DDPM.

b. An Army demil code challenge is generated by the DCMO for suspect inaccurate demil codes identified during property disposal or periodic demil code reviews.

c. Current Army policy requires demil code challenges to be answered within 60 days, with appropriate changes recorded in the FLIS. Therefore, challenges will be answered no later than day 55.

d. Army demil code challenges are placed on the Army Materiel Command (AMC) Demilitarization Code Management System (DCMS) Web site at <https://aeps2.ria.army.mil/aepshome.cfm> (Army Knowledge Online (AKO) user identification and password required). The Web site displays the age of each challenge and automatically notifies inventory control point (ICP) item managers via e-mail when new challenges are posted.

e. Qualified individuals answer challenges posted on the AMC DCMS Web site as soon as possible to maximize customer satisfaction and reduce potentially unnecessary storage costs.

f. The interactive DCMS Web site is electronically bridged to the standard management information systems like the Logistics Modernization Program (LMP) database. Therefore, when challenges are answered via the Web site, the demilitarization and CIIC changes are automatically made to all pertinent Army and DOD databases. The Web site also records and displays data entry errors and/or rejects to facilitate coordination between the Defense Logistics Information Service cataloger and ICP personnel to ensure all demil code changes occur in pertinent databases.

g. The DCMS Web site maintains a historical record of all transactions. Every January, the current FLIS demil code is posted to the historical file for comparison with the previous year's transactions. The database is used to ensure the previous year's demil code transactions are recorded accurately in the FLIS.

### **1-11. Routine maintenance of demilitarization codes**

a. All routine changes to demilitarization and CIICs are made through the AMC DCMS Web site at <https://aeps2.ria.army.mil/aepshome.cfm> (AKO user identification and password required). This is accomplished through the Web site's "Change demilitarization or CIIC through routine maintenance" feature.

b. When routine changes to demilitarization and CIICs are made via the DCMS Web site, all pertinent LMP databases are automatically updated in approximately 30 to 90 days.

## **Chapter 2 Army Demilitarization Responsibilities**

This chapter defines demilitarization responsibilities for Army personnel and activities. It identifies major Army elements that are assigned significant demilitarization oversight, control, and performance responsibilities. It provides and requires a demilitarization clause to be used in all procurement contracts for MLI and/or CCLI.

### **2-1. Common demilitarization responsibilities**

All personnel identified in this chapter have the common demilitarization performance and oversight responsibilities. All personnel identified will—

a. Promote safe, legal, cost-effective disposal, transfer, or demilitarization of materiel under their management responsibility.

b. Promote maximum reutilization of excess Army property, including considerations for historical programs, before demilitarization.

c. Ensure subordinate activity compliance with this regulation; AR 710-2, paragraph 1-16*h*; DOD 4160.21-M; and DOD 4160.21-M-1.

### **2-2. Assistant Secretary of the Army (Acquisition, Logistics and Technology)**

The Assistant Secretary of the Army (Acquisition, Logistics and Technology) will provide executive oversight of Army participation in the Department of Defense Demilitarization and Trade Security Controls Program.

### **2-3. Deputy Chief of Staff, G-4**

The Deputy Chief of Staff, G-4 (DCS, G-4) will establish policy and act as the staff proponent for Army participation in the Department of Defense Demilitarization and Trade Security Controls Program.

### **2-4. Commanding Generals of Army Service Component Command, and Direct Reporting Unit**

The commanding generals (CGs) of Army Service Component Command, and Direct Reporting Unit will ensure subordinate Army activities performing demilitarization establish, maintain, and follow a comprehensive standard operating procedure (SOP) for demilitarization in accordance with the guidance in appendix B of this regulation.

### **2-5. Commanding General of Army component commands**

The CGs of Army component commands will ensure subordinate Army activities performing demilitarization establish, maintain, and follow a comprehensive SOP for demilitarization in accordance with the guidance in appendix C of this regulation.

## **2-6. Commanding General, U.S. Army Materiel Command**

The CG, AMC will appoint an AMC responsible official for small arms logistics and demilitarization and TSC who will—

- a.* Ensure AMC-wide compliance with all provisions of existing laws and regulations concerning demilitarization and TSC.
- b.* Prepare appropriate updates to this regulation for the DCS, G-4 to reflect policy guidance prescribed by the Department of Army (DA) and the DOD.
- c.* Establish, as required and authorized by the DOD, Special Defense Property Disposal Accounts (SDPDAs) for AEDA, classified material, inert material, or any item requiring declassification and/or demilitarization or reclamation prior to physical and accountability transfer to a disposal activity.
- d.* Establish, coordinate, and supervise automated system concepts and requirements, resource management, program guidance, budgeting and funding, training and career development, management review and analysis, and internal control measures related to the Army's Demilitarization and Trade Security Controls Program.
- e.* Provide technical assistance to the Defense Logistics Agency (DLA) in maintaining the DOD 4160.21-M-1.
- f.* Develop and maintain, as needed, Army-unique regulations and demilitarization clauses, including ones for Army-administered procurement and/or acquisition contracts.
- g.* Jointly adjudicate demil code nonconcurrences with the DDPM or designated representative.
- h.* Support ICP DC in the performance of their duties.

## **2-7. Commanding Generals of major subordinate commands with an inventory control point**

The commanders of LCMCs with an ICP will appoint a DC who will—

- a.* Keep subordinate and internal activities current with Army demilitarization and TSC policy and procedures by disseminating information as it becomes available.
- b.* Ensure procurement contracts for MLI and/or CCLI contain the demilitarization clause provided in appendix B.
- c.* Establish controls to ensure pertinent personnel receive the required training regarding current demilitarization policy and procedures.
- d.* Act as the demil code challenge point of contact for their ICP.
- e.* Ensure qualified personnel assign or approve the accuracy of contractor assigned demil codes in accordance with paragraph 1-9 before the codes are entered in the FLIS.
- f.* Establish and maintain a record of personnel qualified to assign or verify the accuracy of demil codes.
- g.* Ensure qualified personnel review and correct inaccurate contractor-assigned demil codes before the codes are recorded in the FLIS.
- h.* Ensure demil code challenges are answered no later than day 55 with adequate justification for the demil code selected.
- i.* Ensure adequate demil code "F" instructions are developed and placed on the DCMS Web site in a timely manner.
- j.* Ensure adequate demilitarization instructions for display equipment are developed and a copy of those instructions provided to the Tank-Automotive and Armaments Command, Donations Office, when required.
- k.* Ensure adequate total demilitarization instructions are developed when required.
- l.* Perform oversight for security-classified items. Reutilization, declassification, and demilitarization must occur and be accurately recorded prior to the physical and accountability transfer of security-classified items to disposal activity.
- m.* Ensure their ICP programs funds for the DDPC training requirements.
- n.* Ensure their ICP makes routine changes to demilitarization and CIICs through the DCMS Web site in accordance with paragraph 1-11a, above.
- o.* Be knowledgeable in all facets of disposal and/or transfer, including demil coding and demilitarization requirements for materiel managed by their LCMC.

## **2-8. Chief, National Guard Bureau**

The Chief, National Guard Bureau will ensure subordinate Army activities performing demilitarization establish, maintain, and follow a comprehensive SOP for demilitarization in accordance with the guidance in appendix B of this regulation.

## **2-9. Chief Army Reserve**

The Chief, Army Reserve will ensure subordinate U.S. Army Reserve activities performing demilitarization establish, maintain, and follow a comprehensive SOP for demilitarization in accordance with the guidance in appendix B of this regulation.

## **2-10. Commander, U.S. Army Tank-Automotive and Armament Command**

The Commander, U.S. Army Tank-Automotive and Armament Command (TACOM) will—

*a.* Appoint a DC for each ICP. The DC will be physically located at his or her respective ICP and will perform the duties outlined in paragraph 2–7.

*b.* Appoint a responsible official for the Department of the Army Donation Program for static displays, monuments, and ceremonial rifles who will—

(1) Maintain a central repository for limited demilitarization certification of all donations (AR 700–131) and hard targets (AR 710–1) issued by the AMC.

(2) Track Army equipment that has been loaned or donated and ensure complete demilitarization is accomplished when the item is no longer needed.

(3) Manage the Army donations program as outline in chapter 3.

## **2–11. Commanders of depots, general support units, and direct support units**

The commanders of depots, general support units, and direct support units will—

*a.* Ensure personnel safety is not compromised during the performance of demilitarization.

*b.* Establish and maintain a comprehensive SOP for demilitarization in accordance with the guidance in appendix B.

*c.* Not condone unauthorized demilitarization per appendix B.

*d.* Maintain demilitarization certificates as prescribed in appendix B.

*e.* Ensure personnel performing demilitarization understand and follow the guidance provided in their unit SOP, appendix B of this regulation.

## **2–12. Acquisition program managers**

The Army's acquisition program managers will—

*a.* Ensure procurement contracts for MLI and/or CCLI contain the demilitarization clause provided in appendix B.

*b.* When required, submit demilitarization and/or disposal plans prepared in accordance with the guidelines in chapter 4 to the DDPM in a timely manner.

*c.* Ensure qualified U.S. Government personnel assign or approve the accuracy of contractor assigned demil codes per paragraph 1–9 before the code is entered in the FLIS.

*d.* Ensure approved demil codes are assigned to every item that the program acquires or develops, including those items not assigned an NSN.

## **2–13. Procurement contracting officers**

The Army's procurement contracting officers (PCOs) will—

*a.* Ensure procurement contracts for MLIs and/or CCLIs contain the demilitarization clause provided in appendix B.

*b.* Advise prime contractors to perpetuate the demilitarization clause provided in appendix B to subcontractors.

*c.* Ensure contractors provide copies of all DA Form 7579 (Demilitarization Certification and Verification Certificate) for demilitarized excess contractor property prior to final contract payment.

## **2–14. Inventory control point item managers**

The Army's ICP item managers will—

*a.* Answer or identify qualified personnel to answer demil code challenges in a timely manner.

*b.* Consider reutilization of excess property prior to directing disposal and/or demilitarization.

*c.* Ensure demil code "F" instructions identify the Army's required demilitarization and/or disposal responsibilities prior to accountability transfer to a disposal activity and post those instructions on the demilitarization code "F" Web site.

## **2–15. Contractors producing munitions list items and/or commerce control list items**

Contractors producing MLI and/or CCLI for the Army will—

*a.* Ensure demilitarization and TSC are conducted in accordance with the contract's demilitarization clause consisting of appendix B, table 1–3, and table 2–1. This demilitarization clause is included in all procurement contracts for MLI and/or CCLI.

*b.* Demilitarize and apply TSC on all contract excess property as dictated by the Government assigned demil code and its corresponding definition and table 2–1.

*c.* Contact the procurement contracting officer (PCO) for declassification, safety and demilitarization instructions for contract excess property with an assigned demil code of "P," "F," or "G."

*d.* Demilitarize all associated excess technical data.

*e.* Access the assigned demil codes and their definitions via the Internet per paragraph D–8.

**Table 2-1  
Demilitarization and/or no demilitarization and/or trade security controls and/or end use certificate matrix**

	Demil code	Demil required	No demil required	TSC required
Non-MLI/or non-CCLI	A Commercial		X	
MLI/Non-SME	B		X	DLA Form 1822 (End Use Certificate)
MLI/SME	C	X		DLA Form 1822
MLI/SME	D	X		DLA Form 1822
MLI/Non-SME	E	X		DLA Form 1822
MLI/SME	F	X		DLA Form 1822
MLI/SME	G	X		DLA Form 1822
MLI/SME	P	X		DLA Form 1822
EAR/CCLI	Q Dual Use Commercial		X	DLA Form 1822

Legend for Table 2-1:  
EAR: Export Administration Regulation

## Chapter 3 Donation of Army Managed Equipment

This chapter covers partial demilitarization of Army-owned equipment donated for static display, ceremonial, or historical purposes.

### 3-1. Donations

- a. All Army materiel donated under this program is partially demilitarized (limited demilitarization) in accordance with special instructions developed and approved by the donations office in accordance with weapon system managers and the DDPM at the DLA.
- b. Minimum demilitarization of such items is performed to render the items unserviceable in the interest of public safety. These instructions preserve the intrinsic, historical, and display value of the property.
- c. The Army retains legal title for donated equipment requiring demilitarization to ensure the ultimate return and safe and proper demilitarization and disposal of materiel once it is no longer required.
- d. The TACOM is the AMC responsible official for donations. The TACOM address is: Commander, U.S. Army Tank-Automotive and Armaments Command, 6501 East 11 Mile Road, (AMSTA-LC-CID), Warren, MI 48397-5000.

### 3-2. Limited demilitarization procedures

- a. Specific limited demilitarization instructions are generated for specific equipment for display purposes by LCMCs. These instructions render equipment unusable for its intended purpose while retaining the historic significance of the item.
- b. Major subordinate commands update and coordinate these limited instructions with the TACOM donations office. The donations office coordinates with and obtains appropriate approvals from the DDPM at the DLA and retains copies of these approvals in the donations central records repository.
- c. The Army Center of Military History maintains certificates documenting limited demilitarization for all historical weapons in their possession.
- d. Activities performing local demilitarization in accordance with AR 710-2, paragraph 1-16h, are not authorized to use limited demilitarization procedures.

## Chapter 4 Demilitarization and Disposal Plan

### Section I Objectives

#### 4-1. General

- a. This chapter provides the DA guidelines for the overall format and minimum content of demilitarization and disposal plans to assist in demilitarization and disposal plan preparation as required by the DOD 4160.21-M-1. It is

further designed to provide the Army acquisition program managers with DOD demilitarization and disposal guidelines and a recommended format for preparing the documentation required to meet DOD demilitarization and disposal policy included in DODD 5000.1, DODI 5000.2, DOD 4160.21–M–1, DOD 4160.21–M, and the Joint Army/Navy/Air Force Instruction (AMC–R 75–2//NAVSEAINST 8027.2A/AFLCR 136–5/AFSCR 136–5).

*b.* A demilitarization and disposal plan is a controlled program supportability planning document that, to the maximum extent possible, is a stand-alone document. It must provide all pertinent information explaining the considerations substantiating the selected demilitarization approach including the necessary descriptions and specific technical procedures to allow safe, effective, and fully compliant demilitarization of military hardware, software, firmware, and technical data.

*c.* These guidelines are provided in general and specific sections of this chapter. Paragraph 4–3 contains general guidelines that address a high-level systems overview of a demilitarization and disposal plan, while the specific guidelines in paragraph 4–4 define a required content and format for each part of a demilitarization and disposal plan. A demilitarization and disposal plan is intended to provide a demilitarization activity, regardless of item familiarity, with adequate instructions, procedures, and guidance to accomplish the safe, environmentally acceptable demilitarization and disposal of any item.

*d.* A demilitarization and disposal plan is required prior to the operational test and evaluation (OT&E) milestone of any system and/or item development as well as any major modification or upgrade to an existing system. Although primarily directed at systems in the operations phase, these guidelines define what is required for all situations and life cycle phases.

*e.* A demilitarization and disposal plan should be generated for all Defense acquisition programs prior to DT&E and before release to a non-military setting of any new Defense system and/or item, as well as any major modification or upgrade to an existing Defense system and/or item. This will meet the Joint Army/Navy/Air Force requirement for all ammunition programs to have a demilitarization and disposal plan prior to OT&E. Per DODI 5000.2, during the design process, Army acquisition program managers shall document hazardous materials contained in the system, and shall estimate and plan for the system’s demilitarization and safe disposal.

*f.* Demilitarization and disposal plans should be as straightforward and concise as possible with the information provided being directly related to the item and its demilitarization and disposal process. The “item” refers to the entire system, not just the particular parts and/or components that require explicit demilitarization action.

*g.* Completed plans will follow the format prescribed below and forwarded to the DLPC for review. The activity responsible for plan submission will coordinate with the DLPC regarding appropriate media and/or software. After completion of the DLPC review and any subsequent revisions, the plan will be forwarded to the Department of Defense Demilitarization and Trade Security Control Program Office for approval.

*h.* Approved plans will be entered by the DLPC to the Department of Defense Demilitarization and Trade Security Control Program Web site at <http://demil.osd.mil>.

#### **4–2. Approach**

Demilitarization and disposal plans should be developed with a “top down” approach. In most cases, the system being addressed in the demilitarization and disposal plan will be made up of several subassemblies, each of which may also require unique demilitarization and disposal process considerations. These subassemblies should be addressed individually for their specific requirements. This need is particularly evident and applicable within the supply system, where spare parts are frequently complex subassemblies. Each item to be disposed of should be described as to—

- a.* What it is (end item).
- b.* How it basically functions when used as intended.
- c.* What the item and its components are made of.
- d.* How to disassemble and demilitarize and/or facilitate demilitarization of the item and/or its components as required.
- e.* The safety requirements related to the item and to the demilitarization processes for the item.
- f.* The environmental considerations and/or liabilities associated with the disassembly and/or demilitarization processes.

#### **4–3. Demilitarization and disposal plan guidelines (general)**

*a.* Thoroughly address disassembly to the lowest level required to gain access to the item, component, or material requiring removal for demilitarization and disposal. The guidelines listed below are provided to support meeting demilitarization and disposal documentation requirements for Defense acquisition programs throughout the program’s life cycle. It is recommended that these documentation requirements be accomplished through the preparation of a demilitarization and disposal plan using the format provided in paragraph 4–4, below, for each Defense acquisition program. The benefit of this approach, especially in the early acquisition phase, is to provide a mechanism to identify the requirements and manage the activities necessary to accomplish safe and environmentally acceptable demilitarization and disposal of the system and/or item, including assemblies, subassemblies, and components.

*b.* Thoroughly address environmental safety and occupational health (ESOH) considerations in the development of

the demilitarization and disposal plan. The demilitarization and disposal plan is intended to address the demilitarization and/or disposition of operational and/or repairable items. No attempt should be made to adapt or use demilitarization and disposal plan to demilitarize an item that is potentially hazardous or more hazardous due to damaged and/or deteriorated condition. Such items are the responsibility of appropriate environmental (in case of non-explosive) or explosive ordnance disposal (in case of explosive) teams who should develop their own particular treatment procedures. Where demilitarization of an item would create an unsafe environmental hazard, the matter should be referred in accordance with established procedures to the DOD Demilitarization Program Office.

(1) Ensure that demilitarization and disposal requirements, considerations, and procedures are incorporated early into the planning, design, and development of all new or modified Defense acquisition systems to minimize ESOH hazards, achieve compliance with all applicable ESOH requirements, and minimize the impact to the environment during demilitarization and disposal.

(2) Ensure demilitarization and disposal requirements are fully considered in the programmatic environmental safety and health evaluation (PESHE) required by DODI 5000.2.

(3) Ensure that maximum attainable recycling and recovery are achieved in accordance with the Resource Conservation and Recovery Act.

(4) Because of environmental considerations, the demilitarization options of open burning and open detonation (OB/OD) or hazardous waste disposal options are always to be considered as last resort options used only when no other feasible methodology exists. As a rule, OB/OD or hazardous waste disposal options should not even be addressed in a demilitarization and disposal plan other than as an alternative.

c. Provide the location, source, points of contact, and so on, for information such as identification and/or configuration databases, maintenance documentation, basic technical documentation, and so on. In many cases, the demilitarization and disposal plan may not be used for years after its preparation when the item has been declared as excess. Consequently, the current available system and/or item documentation will likely be archived, if available at all, when the system and/or item is actually disposed of. It is also probable that, in this situation, the actual demilitarization and disposal personnel will have no familiarity with the item and the demilitarization and disposal plan may be the only documentation available to them.

d. The demilitarization and disposal plan should provide both preferred and alternative methods for demilitarization and disposal of AEDA in the plan with the preferred methods identified and rationalized. The preferred method must be described in detail and the alternatives only discussed at a summary level. Advantages and disadvantages of both alternative and preferred methods should be discussed in the area for substantiation of the demilitarization method chosen. Information on existing and emerging demilitarization and disposal alternatives for families of munitions are maintained by the Joint Ordnance Commanders Group at the Munitions Items Disposition Action System Web site <https://www3.dac.army.mil>.

e. Identify all the piece-parts of the item as completely as possible by part number, NSN, manufacturer, nomenclature, drawing number, and so on. It is recognized that some parts may not have all such information available. Plans for items containing subassemblies should be developed in a manner that facilitates entry into and use of the plan for a subassembly. This could be accomplished by developing the plan in tiers, having appendices for subassemblies, or by having separate plans for each subassembly. Disposition guidance for "after use" components such as cans, clips, cartridge cases, and wooden boxes should also be developed.

f. For new and major modification programs, ensure that the demilitarization and disposal plan is consistent with demilitarization and disposal requirements contained in DOD policy and regulatory guidance, and with acquisition policy (that is, acquisition strategy, sustainment strategy, systems engineering strategy, and total ownership costs estimates).

g. Legacy programs shall comply with these guidelines to the maximum extent practical.

h. The use of reference documents (such as, technical manuals, technical orders, military service instructions, depot maintenance work requirements, SOPs, or approved demilitarization and disposal plans) to satisfy portions of plan requirements is encouraged. However, a means for the demilitarization and disposal plan approval authority and implementing activity to access these reference documents should be provided.

i. Ensure that a demil code is identified for each item addressed by the plan and that demilitarization procedures are included or referenced for each item requiring demilitarization.

j. Validation of the accuracy of the planned demilitarization and disposal procedures should be accomplished by means of a validation test prior to submission of the demilitarization and disposal plan to the DLPC.

k. Ensure demilitarization and disposal plans are updated throughout the Defense program life cycle to include major program changes such as technology insertion, block upgrades, ordnance alterations, and approved engineering changes.

l. Ensure the plan addresses timely demilitarization and disposal of all surplus and excess personal property throughout the acquisition life cycle, including, but not limited to, advanced concept technology demonstration materiel, advanced development models, engineering development models, defective items and/or components, non-repairable items and/or components, and any other program materiel.

m. Coordinate, as necessary, with the DLPC, the Service and/or agency demilitarization program manager, and the inventory control activity to assist in development of the plan and to—

(1) Identify and apply applicable demilitarization requirements necessary to eliminate the functional or military capability of the component and/or item.

(2) Determine reutilization and hazardous property disposal requirements for system equipment and by-products.

n. Ensure program office personnel responsible for preparing the demilitarization and disposal plan and other personnel with specific demilitarization and disposal responsibilities are trained in material management and demilitarization and disposal. At a minimum, personnel should attend the DOD Demilitarization Life Cycle Planning Course and DOD Demilitarization Program Courses available at the DOD DLPC (information regarding demilitarization training can be found at <http://demil.osd.mil>).

## **Section II**

### **Guidelines and Content**

#### **4-4. Content and format for demilitarization plans (specific)**

Completed plans will be forwarded to the DLPC for review. The following is the required content and format of the demilitarization and disposal plan, which essentially follows:

a. Page 1: Cover page (self-explanatory).

b. Page 2: Table of Contents (self-explanatory).

c. Page 3: List of tables (self-explanatory).

d. Page 4: List of figures (self-explanatory).

e. Page 5: Demilitarization and disposal plan for (system and/or item name).

#### **4-5. Background and/or purpose**

a. *Background.* This section should summarize background information that has been developed to support your program objectives.

(1) The total ownership cost (TOC) summarizes the demilitarization and disposal costs outlined in the TOC. The TOC for Defense systems consists of the costs to research, develop, acquire, own, operate, and dispose of the system and support systems.

(2) The system engineering (SE) summarizes how demilitarization and disposal was or will be incorporated into the SE process to minimize environmental impact and TOC.

(3) The acquisition strategy summarizes the demilitarization and disposal strategy contained in the acquisition strategy.

(4) The sustainment strategy summarizes how demilitarization and disposal is addressed in the sustainment strategy.

(5) The PESHE summarizes how demilitarization and disposal is addressed in the ESOH documentation.

b. *Purpose.* This section contains the general comments concerning what the demilitarization and disposal plan addresses (that is, the requirements for the safe and environmentally acceptable demilitarization and disposal of the item, proper TSC of item, and so on).

c. *Objective.* This section introduces the processes, procedures, and equipment necessary to accomplish the safe and environmentally acceptable demilitarization and disposal of the items.

d. *Other demilitarization requirements and/or processes.* This section identifies specific areas not covered by the plan that are still necessary components of the demilitarization and disposal process, such as shipping, transportation, incinerator operations, washout procedures, and so on. Where applicable or possible, identify other demilitarization and disposal plans for covered subassemblies of the item.

#### **4-6. Scope**

a. *Applicability.* This section provides a brief overview of the applicability of the plan, that is, all assemblies and/or subassemblies of the item including explosives, pyrotechnics, hazardous items, propellants, and so on, and classified items. If the plan is addressing a relatively simple device or item, it may be possible to provide a brief description of the overall demilitarization process here.

b. *Limitations and/or exclusions.* Identify limitations and exclusions that pertain to the system. Identify areas not covered by the plan, such as, transportation, incinerator operations, washout operations, and so on. Also, demilitarization and disposal of subassemblies covered in other plans.

#### **4-7. References**

This section should list all pertinent references that apply to the content of the program demilitarization and disposal plan. This should include directives, technical data, drawings, and DOD military service and Federal regulations that are specifically referenced in the plan. Provide the location, source, points of contact, access requirements, and so on for information such as identification and/or configuration databases, maintenance documentation, basic technical

documentation, and so on. The development and use of electronic capabilities, such as, electronic commerce and/or electronic data interchange is encouraged throughout all aspects of the demilitarization and disposal process.

#### **4–8. Abbreviations, acronyms, and definitions**

- a. Abbreviations and acronyms.* This section lists and spells out all abbreviations and acronyms used in the plan.
- b. Definitions.* This section provides a complete definition for all terms that are referred to in the demilitarization context, such as, terminology for decontamination, demilitarization, demilitarization furnace, energetic material, inert material, hypergolic propellant, scrap, and so on.

#### **4–9. Demilitarization considerations**

- a. General.* This section discusses the general demilitarization approach for the item with respect to background, demilitarization objectives, that is, acceptable solution to excess item disposition, program constraints, and so on, and demilitarization and/or disposition process cost requirements.
- b. Specific.* This section provides a brief discussion with respect to the particular item, that is, demilitarization requirements, hazards, classification, expected and/or estimated life cycle requirements of the items, and so on. Briefly discuss any unique considerations for the demilitarization processes, such as special tools and/or equipment, demilitarization procedures, and so on, specifying where these requirements are listed in the plan, that is, in the respective procedures, in the appropriate appendix, in the safety section, and so on.

#### **4–10. Descriptions and tables**

- a. System description.* This section describes the configuration of the item with attached illustrations. List the composition, weight, and quantity for each component, as well as the aggregate weight for all materials in the item. List all classified items and/or components and provide minimum declassification procedures for each. List all precious metals and materials and the quantity of each.
- b. Physical description.* This section provides a detailed verbal description of the system and each of its various assemblies and/or subassemblies much as would be provided in a basic unclassified system familiarization manual.
- c. Functional description.* This section basically describes how the system and/or its components function when used as intended. If these functions are classified, this requirement would be precluded (such as, possibly, in a fusing, arming, and firing device or the particular chain of events necessary for an exploder device to function and/or fire). A “basic” description does not imply nor require exact parameter values, voltage levels, and so on.
- d. Product base line table.* This section is to develop and/or provide tables containing, as a minimum, columns for assembly level, description, net explosive weight (where applicable), quantity, and composition. Ideally, these tables should reflect a comprehensive drawing package for the item with the exception of the schematics. Proprietary information concerning material compositions should be included where possible and, as a minimum, list the basic constituents, if not the exact formula. However, it is stressed that classification and/or compromise of critical military technology are of primary concern here. Energetic and hazardous materials should be listed only by nomenclature in this section, that is, lithium, beryllium, and so on, with their specific compositions and/or properties listed in an energetic and hazardous materials table as required or described below.
- e. Classification table.* List all classified items and/or components for the system and identify the source of classification.
- f. Energetic and hazardous materials table.* List the current hazard classification for the end item, either final or interim.
- g. Precious metals table.* List all items containing precious metals, and either include or identify where the detailed information related to quality and quantity can be obtained.
- h. Supply information.* Identify for all component piece-parts, their part number, name, NSNs, source of supply, demil code, end item identification and so on.

#### **4–11. Safety summary**

- a. Summary.* This section will summarize safety hazards that are unique to the items and precautions and procedures that must be employed during demilitarization and disposal operations. List all hazardous materials in the item, such as tritonal, tetryl, carcinogens, heavy metals such as lead and mercury, and so on, their material safety data sheet number and the quantity of each.
- b. Handling and/or shipping.* This section will provide a general overview of the safety requirements for storage, shipping, and handling of the item.
- c. Disassembly and demilitarization processes.* This section will provide specific safety requirements directly related to the preferred demilitarization process being used and identify those safety requirements directly related to any alternative demilitarization.
- d. Hazards and/or hazardous materials.* This section will provide an energetic and hazardous materials table, listing all energetic and hazardous materials in the item, including the chemical composition of each material, together with the resultant products of combustion.

*e. Environmental significance.* This section will include an analysis describing the environmental significance of each demilitarization and disposal process.

(1) *General.* Provide a brief overview of the regulations applicable to the preferred demilitarization and disposal process.

(2) *Specific.* Identify the specific impact of all identified demilitarization and disposal processes. Identify the output products of all treatment neutralization processes. Identify the method used to determine the products, such as computer models bang box data, other empirical techniques, and so on.

(a) *Recyclable materials.* List all of the recyclable materials generated by the preferred demilitarization and disposal process.

(b) *Waste streams.* Identify the waste streams produced by the preferred demilitarization and disposal process. This will include the combustion products from the energetic and hazardous materials table.

(c) *Residual analysis, if applicable.* Provide an analysis of residual material remaining in or on retrievable hardware items such as cartridge case, cartridge actuated devices, and jet-assisted take-off rocket motor cases after the item has functioned as intended.

(3) *Demilitarization and disposal alternatives.* List alternative methods of demilitarization and disposal of the items addressed by the plan, identifying the preferred method. If a contractor develops the demilitarization and disposal plan, the Government shall provide information on available technology and equipment capability to the contractor. The contractor shall utilize this data in developing the demilitarization and disposal plan. Give a summary of the demilitarization options available for each item requiring demilitarization; such as, incineration, mutilation of inert hardware by shredding or crushing, neutralization, hydrolysis, or plasma arc destruction. *Note:* Alternatives are not required if the demilitarization and disposal process is based on disassembly.

#### **4-12. Procedural guidance summary**

*a. Disassembly procedures.* This section is to provide the detailed, step-by-step procedures required to gain access to all materials and/or components of the item. These procedures should be titled as to purpose. List applicable piece-parts and/or NSN. List all required tools. List all required safety equipment. Include caution and/or warning notes for safety at applicable steps, and provide demil codes for all parts and/or components as they are removed. If further action is required for a specific item, the applicable demilitarization disposal procedure should be listed.

*b. Demilitarization procedures.* This section is to provide detailed, step-by-step procedures for the demilitarization and disposal of applicable materials and/or components. As in the disassembly procedures, these should be titled as to purpose. List applicable piece-parts and/or NSNs. Include caution and/or warning notes for safety at applicable steps, provide demil codes for all parts and/or components as they are removed, and include detailed step-by-step procedures for the actual demilitarization and disposal actions required.

(1) *Disassembly procedures.* This section is to provide the detailed, step-by-step procedures required to gain access to all materials and/or components that individually require demilitarization such as, fuze removal, pull apart, explosive washout and/or melt out, or water jet cutout. Provide demil codes for all parts and/or components that are removed. If further action is required for a specific item, the applicable demilitarization disposal procedure should be identified.

(2) *Demilitarization procedures.* This section is to provide detailed, step-by-step procedures for the demilitarization and disposal of applicable materials and/or components, including photos, drawings, schematics, and detailed instructions.

(3) *Declassification procedures, where appropriate.* This section is to provide detailed, step-by-step procedures for the declassification of applicable materials and/or components, including photos, drawings, schematics, and detailed instructions.

(4) *Rendering safe procedures, where applicable.* This section is to provide detailed, step-by-step procedures for the rendering safe of applicable energetic materials and other AEDA materials (making them inert), including photos, drawings, schematics, and detailed instructions.

(5) *Disposition.* List the available disposition options including treatment options for the demilitarized items, parts, and residual waste streams, such as, incinerator ash to hazardous waste landfills, inert hardware for sale or recycling, explosives for reuse and/or alternate use. List the available treatment options for the waste stream generated by processes, such as, hydrolysis of wastewater from explosive washout or wet scrub of incinerator off gases.

(6) *Other demilitarization requirements and/or processes.* This section identifies any special shipping and/or transportation associated with the demilitarization and disposal process.

(7) *Special tools and equipment.* This section will describe special tools and equipment required to accomplish the procedures described, including all technical documentation and sources of supply.

#### **4-13. Demilitarization codes and/or part identification table**

This section provides all available documentation listing information for all component piece-parts by part number, name, NSN, national item identification numbers (NIINs), and so on, including the demil code for each.

#### **4-14. Validation test, when required**

This section will address the validation test. The validation plan will identify the quantity of items to be demilitarized, the tools and equipment required, the proposed location for the test, and any other pertinent information required to validate the planned demilitarization and disposal process. Satisfactory completion of the validation test shall be required prior to approval of the demilitarization and disposal plan.

#### **4-15. Appendices**

These appendices apply to AEDA and items considered classified for National Security reasons and will provide detailed discussions of possible demilitarization and/or declassification methods and qualifications for the preferred choice for each AEDA and classified item. Include a brief summary discussion as to alternative demilitarization methods and highlight reasons for not using. Each AEDA and classified item to be demilitarized requires a separate appendix. It is stressed that OB/OD should never be chosen for demilitarization unless no other option exists.

## **Appendix A References**

### **Section I Required Publications**

#### **AR 700–131**

Loan, Lease, and Donation of Army Materiel. (Cited in para 2–10*b*(1).)

#### **AR 710–1**

Centralized Inventory Management of the Army Supply System. (Cited in para 2–10*b*(1).)

#### **AR 710–2**

Supply Policy Below the National Level. (Cited in paras 2–1*c* and 3–2*d*.)

#### **DOD 4160.21–M**

Defense Materiel Disposition Manual. (Cited in paras 1–1 and 1–4*c*.) (Available at <http://www.dtic.mil/whs/directives/>.)

#### **DOD 4160.21–M–1**

Defense Demilitarization Manual. (Cited in paras 1–1 and 1–4*c*.) (Available at <http://www.dtic.mil/whs/directives/>.)

#### **15 CFR 730–774**

Commerce and Foreign Trade: Bureau of Industry and Security, Department of Commerce. (Cited in para D–1*a*.) (Available at <http://www.gpoaccess.gov/cfr/index.html>.)

### **Section II Related Publications**

A related publication is a source of additional information. The user does not have to read a related publication to understand this regulation.

#### **AR 11–2**

Management Control

#### **AR 380–5**

Department of the Army Information Security Program

#### **AR 725–50**

Requisition, Receipt, and Issue System

#### **AR 870–20**

Army Museums, Historical Artifacts, and Art

#### **DA Pam 710–2–1**

Using Unit Supply System (Manual Procedures)

#### **DODD 2030.8**

Trade Security Controls on DOD Excess and Surplus Personal Property. (Available at <http://www.dtic.mil/whs/directives/>.)

#### **DODD 5000.01**

The Defense Acquisition System. (Available at <http://www.dtic.mil/whs/directives/>.)

#### **DODI 4715.4**

Pollution Prevention. (Available at <http://www.dtic.mil/whs/directives/corres/html/47154.htm>.)

#### **DODI 5000.02**

Operation of the Defense Acquisition System. (Available at <http://www.dtic.mil/whs/directives/>.)

**DFARS 245.604**

Reporting, Redistribution, and Disposal of Contractor Inventory: Restrictions on purchase or retention of contractor inventory. (Available at <http://www.acq.osd.mil/dpap/dars/index.htm>.)

**FAR 45.6**

Reporting, Reutilization, and Disposal. (Available at <http://www.acqnet.gov/far/>.)

**FAR 16.501–2**

Indefinite–Delivery Contracts. (Available at <http://www.acqnet.gov/far/>.)

**22 CFR 120–130**

International Traffic in Arms Regulations. (Available at <http://www.gpoaccess.gov/cfr/index.html>.)

**10 USC 2778**

Control of arms exports and imports. (Available at <http://www.gpoaccess.gov/uscode/>.)

**10 USC 2572**

Documents, historical artifacts, and condemned or obsolete combat materiel: loan, gift, or exchange. (Available at <http://www.gpoaccess.gov/uscode/>.)

**Section III****Prescribed Forms**

Except where otherwise indicated below, the following forms are available as follows: DA Forms are available on the APD Web site at <http://www.apd.army.mil>; DD Forms are available from the OSD Web site at <http://www.dior.whs.mil/icdhome/forms.htm>.

**DA Form 7578**

Unit Demilitarization Certification and Verification Certificate

**DA Form 7579**

Demilitarization Certification and Verification Certificate

**Section IV****Referenced Forms****DA Form 11–2–R**

Management Control Evaluation Certification Statement

**DA Form 2028**

Recommended Changes to Publications and Blank Forms

**DD Form 250**

Material Inspection and Receiving Report

**DD Form 1348–1A**

Issue Release/Receipt Document

**DLA Form 1822**

End Use Certificate (Available at <https://www.drms.dla.mil/sales/bid/forms/forms.html>.)

**Appendix B****Demilitarization and Disposal Standard Operating Procedure Guidance****B–1. Discussion**

*a.* The Army is pursuing a demilitarization goal that will eventually lead to the capability to demilitarize any category of excess property by the DRMOs. However current DRMO capabilities do not fully support such a policy. Therefore some demilitarization must still be performed by depots, national maintenance points, and occasionally by direct support and general support units until this policy is fully realized. Army personnel directing excess property

disposal, performing demilitarization, and those conducting demilitarization oversight will adhere to the guidance provided in this appendix.

*b.* This appendix provides guidance and requirements for Army organizations performing demilitarization. The information provided gives organizations the essential information needed to compile organizational SOPs for their unique missions. All direct support, general support, aviation intermediate, and depot organizations performing demilitarization must have a current demilitarization SOP. The DOD 4160.21-M-1 is at Web site <http://www.demil.osd.mil/>.

## **B-2. Disposal, reutilization, and demilitarization process**

*a.* Proper disposal of Army excess personal property requires a thorough understanding of the DOD disposal process. The DRMS is the DLA's organizational entity having control over Army excess property. The DRMS's DRMOs accept and processes excess personal property for the Army. Army activities disposing of excess property will first consider using their supporting DRMO, for the simple fact that DRMOs are chartered to perform the demilitarization of approximately 99 percent of all Army excess property and are paid through service level billing for this service.

*b.* This appendix identifies which Army organizations will demilitarize conventional Army excess personal property. It makes clear the types of property the Army must demilitarize and what property will be sent to a DRMO for DOD reutilization screening or eventual demilitarization. All excess property regardless of serviceability or recoverability will be disposed of properly.

## **B-3. References**

- a.* AR 700-144, Demilitarization and Trade Security Controls.
- b.* AR 380-5, Department of the Army Information Security Program.
- c.* DOD 4160.21-M, DOD Material Disposition Manual.
- d.* DOD 4160.21-M-1, DOD Demilitarization and Trade Security Controls Manual.

## **B-4. Commanders and leadership responsibilities**

Commanders of activities performing demilitarization or their designated representatives will—

- a.* Ensure the activity performs only authorized demilitarization per paragraphs C-6 through C-8, below.
- b.* Conduct risk analysis on demilitarization processes and brief personnel of all hazards identified during the analysis.
- c.* Ensure personnel receive the demilitarization training needed to equip them to safely conduct and accurately document demilitarization actions.
- d.* Ensure personnel performing and monitoring demilitarization have a thorough understanding of DOD 4160.21-M-1 and observe all safety precautions.
- e.* Ensure personnel have access to AR 700-144, DOD 4160.21-M-1, DOD 4160.21-M; and a current activity demilitarization SOP.
- f.* Appoint a technically qualified Army representative to witness all demilitarization performed. This individual witnesses all demilitarization and countersigns (verifies) demilitarization certificates (see fig C-1) and must be a U.S. citizen. In cases where the witnessing of demilitarization would unnecessarily subject the witness to a hazardous condition or when the demilitarized material can be laid out to clearly display the residue from each item demilitarized, demilitarization may be certified through inspection of the residue.
- g.* Ensure demilitarized residue is properly disposed of through a DRMO when appropriate. Provide their supporting DRMO with a copy of the demilitarization certificate and the demilitarization verifier's appointment orders.
- h.* Ensure all demilitarization certificates are accurately completed and maintained for a minimum of 1 year on all property demilitarized. Properly documenting demilitarization is an integral part of the demilitarization processes.

## **B-5. Demilitarization codes**

- a.* The FLIS and Army Master Data File contained on FEDLOG contain the exclusive demilitarization code assigned to each NSN.
- b.* There are a total of 9 distinct demilitarization codes: "A," "B," "C," "D," "E," "F," "G," "P," and "Q." The demil code and their definitions are broadcast in DOD 4160.21-M-1, appendix 3 and AR 700-144, table 1-3. The demil code definition identifies the property's demilitarization requirement.

## **B-6. No demilitarization required**

Property coded with demil codes of "A," "B," or "Q," does not require demilitarization.

## **B-7. Demilitarization required**

Property coded with demil codes of "C," "D," "E," "F," "G," and "P," do require demilitarization and certification (certificates).

## **B-8. Who demilitarizes what?**

*a.* Although the Army prepares end items for demilitarization (remove fluids and hazardous materials), the DRMOs actually demilitarize all end items (including small arms weapons and receivers) and all repair parts demilitarization coded “C,” “D,” or “E.” Therefore there is no need for Army activities to spend valuable time and resources demilitarizing this property.

*b.* Army activities demilitarize some demilitarization coded “F” property. This property requires special demilitarization instructions due to the nature of the property. Item managers have demilitarization instructions written for this property’s safe disposal and/or demilitarization. The instructions may require the Army or DRMO to perform the demilitarization. This property must be dealt with on an individual basis (per instructions). These demilitarization instructions are posted on the Army Material Command’s Demilitarization Code Management System Web site, which is hosted on the Army Electronic Product Support (AEPS) Web site <https://aeps2.ria.army.mil/aepshome.cfm>. Go to this Web site and apply for a user identification and password. With a user identification and password; log on the Web site and under “Popular Applications,” select “DOD DEMIL Code ‘F’ Instructions” then select “View Instructions,” then search for the instructions by national item identification number (NIIN) or keyword.

*c.* Army activities demilitarize all demil coded “G,” property (AEDA). However, the commercial contractors are usually retained to demilitarize this property.

*d.* Army activities declassify and demilitarize all demilitarization coded “P,” property (security-classified property). Classified property will be declassified and demilitarized prior to the transfer of the residue, if any, to the DRMO. Certification of declassification and demilitarization will be annotated on the turn-in document DD Form 1348-1A (Issue Release/Receipt Document) presented to DRMO with the residue.

## **B-9. Residue from demilitarization**

Army activities will dispose of all demilitarized Army excess personal property (residue) through their supporting DRMO. For special turn-in requirements of environmentally regulated and hazardous property see DOD 4160.21-M, chapter 10. This manual is on the DOD Web site <http://www.demil.osd.mil/>.

## **B-10. Demilitarization training**

The “ABCs of Demilitarization for Military Property” is recommended for personnel certifying (performing) and verifying (witnessing) demilitarization. Register for the 3-day course by going to Web site [https://demil.osd.mil/demil\\_training.asp](https://demil.osd.mil/demil_training.asp); scroll to the bottom of the page and register.

## **B-11. Demilitarization certifier responsibilities**

Personnel performing demilitarization will—

- a.* Not perform unauthorized demilitarization (see paras C-6 through C-8, above).
- b.* Not perform demilitarization without the verifier’s knowledge and/or presence. Demilitarization requires documented surveillance (see para C-4f, above).
- c.* Observe safety precautions during demilitarization.
- d.* Ensure all property is demilitarized per para C-14, below. Accurately and legibly prepare and sign the demilitarization certificate (see fig C-1).

## **B-12. Demilitarization verifier responsibilities**

Personnel verifying demilitarization will—

- a.* Be a U.S. citizen who physically monitors (verifies) all demilitarization performed by the activity and countersigns the demilitarization certificates (see fig C-1).
- b.* Ensure the activity does not perform unauthorized demilitarization (see paras C-5 through C-7, above).
- c.* Ensure all property is demilitarized per para C-14, below.
- d.* Sign and ensure the demilitarization certificate is accurate and legible.

## **B-13. Ammunition, explosives, and dangerous articles inert certification**

*a.* The inherently dangerous characteristics of AEDA dictate that special precaution be taken to ensure that demilitarization is performed only by properly trained and technically qualified personnel.

*b.* Each activity will provide a listing to the servicing DRMO of individuals qualified to inspect, certify, and verify property as being explosive free. It is the responsibility of the turn-in activity to keep the list current, with updates being provided as personnel changes dictate. The DRMOs will ensure that the individuals who sign the certificate are included on the qualified individuals list prior to accepting accountability for AEDA.

*c.* Material generated from AEDA and range residue will be processed in accordance with DOD 4160.21-M.

*d.* All inert loaded items (for example, bombs, projectiles, mines, and so on) which contain plastic, concrete, or other innocuous materials will be opened, exposing the filler, prior to referral to the DRMO.

#### **B-14. Degree of demilitarization**

*a.* Demilitarize property to the extent necessary to ensure all parts, components, alignment points and attachment fittings are destroyed to the degree necessary to preclude the feasibility of the property being repaired or restored to its design capability.

*b.* Illustrations including examples of specific demilitarization methods are in DOD 4160.21-M-1, appendix 7. That manual also contains additional demilitarization guidance not included in this appendix.

#### **B-15. Activities authorized to perform demilitarization**

*a.* Demilitarize some demilitarization coded "F" and all "G" and "P" coded excess property prior to physically transferring the property to a DRMO. The demilitarization code "F" instruction identifies the Army's preparation or actual demilitarization requirement prior to physically transferring the property to a DRMO.

*b.* **Not** demilitarize excess property that is the DRMO's responsibility to demilitarize. The DRMOs conduct excess property reutilization, disposal and demilitarization when required for all end items (to include small arms weapons and receivers) and repair parts demilitarization coded "A," "B," "C," "D," "E," most "F," and "Q."

*c.* Properly dispose of all small arms repair parts and other MLI parts whether serviceable and/or unserviceable or recoverable and/or nonrecoverable.

*d.* Maintain demilitarization certification and verification certificates for a period of 1 year (see example of DA Form 7578 (Unit Demilitarization Certification and Verification Certificate) at fig B-1)).



## **B-16. Demilitarization code relationship to disposal and/or demilitarization requirement**

- a.* Demilitarization coded “A” property: The DRMO conducts reutilization during disposal of this property.
- b.* Demilitarization coded “B” property: The DRMO conducts reutilization and TSC during disposal of this property.
- c.* Demilitarization coded “C” property: The DRMO conducts reutilization and/or demilitarization and TSC during disposal of this property.
- d.* Demilitarization coded “D” property: The DRMO conducts reutilization and/or demilitarization and TSC during disposal of this property.
- e.* Demilitarization coded “E” property: The DRMO conducts reutilization and/or demilitarization and TSC during disposal of this property.
- f.* Demilitarization coded “F” property: Item Managers provide special demilitarization instructions for this property. The DRMO will not accept this property without the special instructions available during turn-in. These instructions will differentiate the Army’s and the DRMO’s responsibilities regarding demilitarization and are available within the AMC’s AEPS demil code “F” Web site at <https://aeps2.ria.army.mil/aepshome.cfm>. Occasionally the demilitarization instructions require the property to be rendered inert or demilitarized prior to DRMO accepting the property. Further, when Army activities and/or units demilitarize this type of property they will turn in the demilitarized residue, an inert statement signed by a qualified individual if applicable, and a copy of the demilitarization certificate per this appendix to the DRMO. More often the DRMOs will accept this property if the instructions are available concurrent with turn-in and also conduct the reutilization and/or demilitarization and TSC during disposal of this property.
- g.* Demilitarization coded “G” property: The Army demilitarizes this type of property. When demilitarized, the demilitarized residue, an inert statement signed by a qualified individual, and a copy of the demilitarization certificate per this appendix will be turned in to a DRMO.
- h.* Demilitarization coded “P” (security-classified) property: The Army declassifies and demilitarizes this type of property. When declassified and demilitarized, the demilitarized residue, a statement of declassification, and a copy of the demilitarization certificate per this appendix will be turned in to a DRMO.
- i.* Demilitarization coded “Q” property: The DRMO conducts reutilization and TSC during disposal of this property.



## Appendix C

### Demilitarization and Trade Security Controls Clause for Procurement of Munitions List Items and Commerce Control List Items– Requirements and Procedures

#### C–1. Demilitarization and trade security controls summary

*a.* This procurement action has a demilitarization and TSC consideration requirement. The demilitarization and trade security control provisions in this solicitation implement the policy and requirements of the The Arms Export Control Act at 22 USC 2778, the International Traffic in Arms Regulations at 22 CFR 120–130, the Export Administration Regulations at 15 CFR 730–774, and the Export Administration Act. Regulatory requirements and guidance are contained in FAR 45.6 and Defense Federal Acquisition Regulation (DFAR) 245.604.

*b.* Demilitarization and TSC policy is promulgated via DOD regulations and in the establishment of contract requirements. Accordingly, the government’s right to require demilitarization under this clause is a contractual right, subject to the authority and discretion of the PCO. Therefore the PCO may or may not forward contractor demilitarization waiver request to the DDPM for review and approval, even when there is certifiable contractor’s compliance with all existing TSC regulations. The waiver approval process is described in paragraph D–6.

*c.* The DOD policy and requirements for demilitarization and TSCs are contained in the DOD 4160.21–M–1. This manual is hereby incorporated by reference, and its terms, conditions, and procedures are valid and enforceable as contractual requirements. If there is a conflict between the DOD 4160.21–M–1 and the Demilitarization and TSC clause herein, the DOD 4160.21–M–1 takes precedence.

*d.* This contract requires the manufacture, assembly, test, maintenance, repair, and/or delivery of military/Defense items. This clause sets forth the requirements for the control and corresponding certification and verification of disposition of “contract excess property.” The requirements under this clause are applicable to any contractor and/or subcontractor who perform work under this contract. This clause is a mandatory flow–down clause; accordingly, contractor/subcontractor must include this clause in subcontracts for work under this solicitation and resulting contract.

*e.* The demilitarization and TSC requirements apply to all materials and property (Government-furnished equipment (GFE), special tools and special test equipment, manufactured parts in whatever stage of assembly, and associated technical data including technical manuals, drawings, process sheets, and working papers) bought, assembled, produced, or provided by the government under this contract regardless of the type of contract and regardless of who has title to the material. The intent is to control military/Defense items in accordance with statutory and regulatory requirements. Bidders’ or offerors’ proposed prices under this solicitation and any resulting contract should include any and all costs to comply with this clause and the government’s demilitarization and TSC requirements.

*f.* In general, the demilitarization requirements must be met upon completion of the contract. For indefinite delivery contracts as defined by FAR 16.501–2, demilitarization requirements must be met upon the expiration of the potential contractual performance period as described in section A of the contract and/or in section B (the schedule) of the contract; or upon contract termination if the contract is earlier terminated. Contractors awarded a contract with demilitarization requirements shall be responsible for maintaining an inventory system capable of recording, safeguarding, and tracking all material, work in process, components associated or related to the performance of the contract for the purpose (not intended to be exclusive) of enabling the contractor to fulfill its demilitarization obligations under this clause. The contractor will provide a copy of demilitarization certificates to the PCO within 30 days for inclusion in the contract file.

*g.* If the contractor is not using GFE in performance of this contract, disregard the GFE addressed in this clause.

*h.* The contractor agrees that demilitarization performed under this contract will be conducted in accordance with this clause or DOD 4160.21–M–1, and all demilitarized material will meet or exceed the definition of scrap as defined by this clause.

#### C–2. Definitions

*a.* “Contract excess property” is property of the type covered by this contract for which the contractor does not claim payment or has been denied payment and all GFE not returned to the government upon completion of the contract. This includes, but is not limited to, rejects and overruns. Contract excess property (whether title to the property is in the Government or not) includes completed or partially completed parts, components, subassemblies, assemblies, end items, special tools and test equipment, and all associated technical manuals, technical data, packaging and labeling. Contract excess property will be controlled and final disposition determined by assigned demilitarization code unless waived by the DDPM.

*b.* “Excess GFE” is equipment/technical data provided by the U. S. Government to the contractor that the contractor

no longer needs to satisfy the contract's requirements, which the government does not want returned during or at the completion of the contract.

c. "Demilitarization" is the act of destroying the military offensive and defensive characteristics inherent in certain types of equipment and material to the degree necessary to preclude its restoration to a usable condition. The term includes mutilation, dumping at sea, cutting, crushing, shredding, melting, burning or alteration designed to prevent the further use of this equipment and material for its originally intended military purpose. It applies equally to material in unserviceable and serviceable condition.

d. "Scrap" is material that has no value except for its basic material content.

e. "Munitions list items" is any item contained in the U. S. Munitions List, 22 CFR 120–130.

f. "Commerce control list item" is a multi-use (military, commercial and other strategic use) item under the jurisdiction of the Bureau of Export Administration, U.S. Department of Commerce, through the Export Administration Regulations, 15 CFR 730–774. The types of items on the CCL may be commodities (that is, equipment, materials, electronics), software, or a particular technology.

g. "Trade security controls" is control procedures designed to preclude the sale or shipment of Munitions List or Commerce Control List items to any entity whose interests are inimical to those of the United States. These controls are also applicable to such other selected entities as may be designated by the Deputy Under Secretary of Defense (Trade Security Policy).

h. "Commercial type property" is material, equipment, software, or technology not generally considered to be unique and peculiar to DOD and possessing commercial marketability.

i. "Significant military equipment" is material for which special export controls are warranted because of their capacity for substantial military utility or capability. Items designated as SME require worldwide demilitarization as prescribed in DOD 4160.21–M–1, appendix 4.

j. "Ammunition, explosives, and dangerous articles" is any substance that by its composition and chemical characteristics, alone or when combined with another substance, is or becomes an explosive or propellant or is hazardous or dangerous to personnel, animal or plant-life, structures, equipment or the environment as a result of blast, fire, fragment, radiological or toxic effects. Ammunition, explosives, and dangerous articles is not a criterion for demilitarization. Ammunition, explosives, and dangerous articles not on the Munitions List would be coded "A" or "Q."

### **C–3. Applicability**

This solicitation or contract is for the production of MLI or CCLI, and contract excess may require demilitarization and TSC. This clause is applicable to prime and subcontractors.

### **C–4. Contractor demilitarization and trade security controls**

a. The contractor will demilitarization and apply TSC as required on all contract excess property as dictated by the government assigned demilitarization code definition (table 1–3) and the demilitarization and TSC matrix (table 2–1). Demilitarization codes and definitions can be accessed per paragraph D–8 this clause.

b. The contractor will contact the PCO for declassification, safety, and demilitarization instructions for contract excess property with an assigned demilitarization code of "P," "F," or "G."

c. The contractor will demilitarization all associated excess technical data.

### **C–5. Demilitarization certification and verification**

a. During or upon completion of manufacturing under this contract, the prime contractor shall notify the PCO in a timely manner that a government representative is required to witness demilitarization of contract excess property produced under this contract whether the prime contractor or a subcontractor is performing the demilitarization.

b. Subcontractors shall notify the prime contractor in a timely manner who shall notify the PCO that a government representative is required to witness demilitarization of contract excess property produced under this contract.

c. The Government Quality Assurance Representative (QAR) will forward all demilitarization certificates and the final DD Form 250 (Material Inspection and Receiving Report) to the PCO so that final payment can be made. The PCO will not release the final DD Form 250 for payment unless all pertinent demilitarization certificates from all prime and subcontractors involved have been received. The Demilitarization Certification and Verification Certificate will become part of the contract file.

d. A contractor's representative certifies and a technically qualified U.S. Government QAR (U.S. citizen) is designated as the U.S. Government official responsible for executing the demilitarization verification unless another U.S. Government official is designated in writing by the PCO. Both shall actually witness the demilitarization; and both shall sign and date the DA Form 7579 (see fig C–2).

### **C–6. Demilitarization waivers**

a. The contractor may request a demilitarization waiver for contractual requirements. However, any waiver must be predicated upon disposition of material in a manner that is consistent with the guidelines and intent of applicable

demilitarization and TSC laws and regulations. All requests for demilitarization waivers must be submitted in writing through the PCO and the Army's demilitarization program manager to the DDPM. Waiver request must be approved prior to contractor disposition of any contract excess property and prior to the release of final DD Form 250 for payment. All waiver requests must specify the items, quantity, proposed disposition of the material, and any additional terms. If written approval of the request for a demilitarization waiver is not granted within 45 days of submission, the demilitarization request shall be deemed disapproved. The contractor is not entitled to demilitarization waiver. Contact the PCO for additional specific guidance.

b. When a demilitarization waiver is approved, all packaging and Government property containing non-removable markings shall have these markings permanently obliterated before any non-demilitarized disposition.

### **C-7. Disputes**

Any disputes concerning this clause shall be addressed in accordance with the "Disputes" clause in this solicitation or contract.

### **C-8. Contractor access and identification of demilitarization requirements**

a. Contractors will identify demilitarization requirements by accessing the assigned demilitarization code via the Internet using the following steps:

(1) Logon to AEPS Web site <https://aeps.ria.army.mil>. This displays the U.S. Army Materiel Command Army Electronic Product Support Web site entrance portal.

(2) Click on "Accept." This displays the Public Applications page.

(3) Click on "Contractor Identification of Demilitarization Requirements." Displays an interactive searchable database containing all part numbers that have been assigned an NSN in the FLIS.

(4) Click on the icon "Demilitarization Code Definitions" provided on this Web site. Print these definitions for future reference and close the screen.

b. The contractor's demilitarization requirement:

(1) The contractor's demilitarization requirement is based on the demilitarization code ("A," "B," "C," "D," "E," "F," "G," "P," or "Q") assigned to the property and its corresponding definition.

(2) Identify the current demilitarization code assigned by entering the part number or national item identification number (NIIN) of the property in question and click on "Enter."

*Note.* If an NSN has NOT been assigned to the property in question, the demilitarization code for the property is not in this database. Contact the PCO for the demilitarization requirements for property if the demilitarization code could not be identified in this database.

(3) Result will be the current demilitarization code. Match the demilitarization code with its definition. Demilitarize excess property in accordance with the demilitarization code definition.

c. Due to numerous variables, the Government may not know which disposal option is most advantageous for GFE until the end of the contract. Three GFE disposal options available to the government are—

(1) *Option 1.*

(a) Have the contractor demilitarize the excess GFE per the assigned demilitarization code.

(b) The PCO will provide the contractor with the pertinent demilitarization instructions for property without codes assigned.

(c) The PCO will ensure that demilitarization certification and verification is properly documented.

(2) *Option 2.*

(a) Abandon or sell the excess GFE and transfer the title to the contractor.

(b) Prior to the Government transferring the title of demilitarized or un-demilitarized excess GFE and regardless of its serviceability, all TSC laws must be satisfied. Therefore the contractor must be in possession of an approved DLA Form 1822 (End Use Certificate (EUC)), before the Government transfers title to the property.

(c) The EUC is the U.S. Government's instrument to ensure the contractor is aware of and agrees to assume the responsibility for future TSC requirements and demilitarization cost and liabilities for the excess GFE. The demilitarization and TSC requirements for MLI/CCLI do not diminish over time. For complete TSC requirements see table 2-1 and DOD 4160.21-M-1.

(d) Contractors and other persons must obtain the permission of the PCO prior to any subsequent disposition or sale. Any subsequent disposition or sale will be accomplished in accordance with DOD 4160.21-M-1.

(3) *Option 3.* The contractor returns the excess GFE to the Government's control for disposal and the government ensures adequate disposal occurs per DOD 4160.21-M-1.

## **Appendix D Management Control Evaluation Checklist**

### **D-1. Function**

Assignment of accurate demilitarization codes.

### **D-2. Purpose**

The purpose of this checklist is to assist organizations assigning demilitarization codes in evaluating the key management controls listed below. It is not intended to cover all controls.

### **D-3. Instructions**

Answers must be based on the actual testing of key management controls such as document analysis, direct observation, interviewing, sampling, and simulation. Answers that indicate deficiencies must be explained and corrective action indicated in supporting documentation. These management controls must be evaluated at least once every 5 years by each of the AMCs LCMCs. Certification that this evaluation has been conducted must be accomplished on DA Form 11-2-R (Management Control Evaluation Certification Statement). A copy of the DA Form 11-2-R is available on the APD Web site at <http://www.apd.army.mil>.

### **D-4. Test questions**

- a.* Is a system in place to ensure personnel assigning demil codes, have access to current demilitarization policy and procedures?
- b.* Is a system in place to ensure only qualified personnel assign or review demilitarization codes for accuracy?
- c.* Is a system in place identifying ICP personnel who are qualified to assign or review demil codes?
- d.* Is a system in place to ensure contractor assigned demilitarization codes are accurate prior to submission to cataloging?
- e.* Is a system in place to ensure demil code challenges are responded to within required time frames?

### **D-5. Supersession**

This checklist replaces the checklist for assignment of accurate demilitarization codes previously published in AR 700-144 dated 24 February 2006.

### **D-6. Comments**

Help make this a better tool for evaluating management controls. Submit comments to Office of the Deputy Chief of Staff, G-4, (DALO-SUE), 500 Army Pentagon, Washington, DC 20310-0500.

## **Glossary**

### **Section I Abbreviations**

**AEDA**

ammunition, explosives, and dangerous articles

**AEPS**

Army Electronic Product Support

**AKO**

Army Knowledge Online

**AMC**

U.S. Army Materiel Command

**CCL**

commerce control list

**CCLI**

commerce control list items

**CG**

commanding general

**CFR**

Code of Federal Regulations

**CIIC**

controlled inventory item code

**DA**

Department of Army

**DC**

demilitarization coordinator

**DCMO**

Demilitarization Code Management Office

**DCMS**

Demilitarization Code Management System

**DCS**

Deputy Chief of Staff

**DDPC**

Defense Demilitarization Program Course

**DDPM**

Department of Defense demilitarization program manager

**demil**

demilitarization

**DFAR**

Defense Federal Acquisition Regulation

**DLA**

Defense Logistics Agency

**DLPC**

Demilitarization Life Cycle Planning Center

**DOD**

Department of Defense

**DODD**

Department of Defense Directive

**DODI**

Department of Defense Instruction

**DRMO**

Defense Reutilization and Marketing Office

**DRMS**

Defense Reutilization and Marketing Service

**DT&E**

development test and evaluation

**EAR**

Export Administration Regulation

**ESOH**

Environmental safety and occupational health

**EUC**

End Use Certificate (DLA Form 1822)

**FAR**

Federal Acquisition Regulation

**FLIS**

Federal Logistics Information System

**GFE**

Government furnished equipment

**ICC**

item category code

**ICP**

inventory control point

**ITAR**

International Traffic in Arms Regulations (22 CFR 120–130)

**LCMC**

Life Cycle Management Command

**LMP**

Logistics Modernization Program

**MLI**

munitions list items

**NA**

not applicable

**NIN**

national item identification number

**NSN**

national stock number

**OB/OD**

open burning and open detonation

**OT&E**

operational test and evaluation

**PCO**

procurement contracting officer

**PESHE**

programmatic environmental safety and health evaluation

**QAR**

Quality Assurance Representative

**RICC**

reportable item control code

**SCIC**

special control item code

**SE**

system engineering

**SME**

significant military equipment

**SOP**

standard operating procedure

**TACOM**

Tank–Automotive and Armament Command

**TOC**

total ownership cost

**TSC**

trade security controls

**USC**

United States Code

**Section II****Terms****Demilitarization**

The act of destroying the military offensive or defensive 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 purpose regardless of the condition of the item. Requires total destruction of the item and components so as to preclude its restoration or repair to a usable condition.

**Demilitarization code**

A single alpha character code assigned to an item by the responsible technical specialist. It identifies the degree of demilitarization required per DOD 4160.21-M-1, to accomplish final disposition of an item.

**Disposal**

The process of reutilizing, transferring, donating, selling, destroying, or other ultimate disposition of personal property.

**Donation**

The contribution of a piece of military equipment to an eligible organization via a Conditional Deed of Gift. The U.S. Government retains a lien on the item.

**Donee**

A State, political subdivision, municipality, or tax-supported institution acting on behalf of a public airport; a public agency using surplus property in carrying out or promoting for the residents of a given political area one or more public purposes such as conservation, economic development, education, parks and recreation, public health, and public safety; an eligible nonprofit tax-exempt education or public health institution or organization; a public body; a charitable institution; a veterans organization or other entity identified in 10 USC 2572; or any State or local government agency eligible to receive excess Government property.

**Defense Logistics Agency**

The organizational entity having accountability for and control over disposable property.

**Defense Reutilization and Marketing Office**

The DRMS's operational disposal offices, collocated on major Army installations, responsible for the reutilization, demilitarization, and final disposal of most excess property while applying all applicable TSC laws for DOD.

**Defense Reutilization and Marketing Service**

The organization vested with operational command and administration of the Department of Defense Personal Property, Reutilization and Marketing Programs.

**DOD excess**

Is that quantity of an item that has completed screening within DOD and is not required for the needs and the discharge of the responsibilities of any DOD activity. This screening may have been accomplished by DRMS/SDPDA/Defense Automated Resources Information Center and other designated DOD agencies. This property is subject to Federal civil agency screening by General Services Administration.

**Hard Target**

Military vehicles used as targets on firing ranges. Mock-ups, training aids, or drones made to simulate actual target vehicles are termed "other targets" as a distinction from hard targets.

**Mutilation**

The act of making military-type material unfit for its intended purposes by cutting, tearing, scratching, crushing, breaking, punching, shearing, burning, neutralizing, and so forth.

**Small Arms**

Hand guns; shoulder-fired weapons; light automatic weapons up to and including .50 caliber machine guns; recoilless rifles up to and including 106mm, mortars up to and including 81mm; rocket launchers, man portable; grenade launchers, rifle and shoulder-fired; and individually operated weapons which are portable and can be fired without special mounts or firing devices and which have potential use in civilian disturbances and are vulnerable to theft.

**Static display**

An exhibit of a stationary, inoperable piece of military equipment.

**Section III****Special Abbreviations and Terms**

This section contains no entries.

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