SUMMARY of CHANGE

AR 11-1
Command Logistics Review Program

This major revision, dated 27 November 2012--

- Changes the responsibilities and requirements of the Deputy Chief of Staff, G-4; commanders of Army commands, Army service component commands, and direct reporting units; Chief, National Guard Bureau; and the commanders, U.S. Army Reserve Command (para 4).

- Changes the use of DA Form 4965 (Command Logistics Review Program Observation Worksheet) to optional instead of mandatory (para 7).

- Requires an annual report be sent to the Deputy Chief of Staff, G-4 (para 9).
**Command Logistics Review Program**

*This regulation supersedes AR 11–1, dated 18 November 2009.*

**Purpose.** This publication is a major revision.

**Summary.** This regulation implements the Command Logistics Review Program within Headquarters, Department of the Army, Army commands, Army service component commands, direct reporting units, National Guard Bureau, and the U.S. Army Reserve. Also, it includes policies for conducting Command Logistics Review Program assistance and assessment reviews.

**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.

**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 internal control process.** This regulation contains internal control provisions in accordance with AR 11–2 and identifies key internal controls that must be evaluated (see appendix B).

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

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

**Distribution.** This regulation 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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Glossary
1. Purpose
This regulation prescribes policies and responsibilities for managing the Command Logistics Review Program (CLRP). The CLRP is a logistics program retained between the Headquarters, Department of the Army (HQDA); the Deputy Chief of Staff, G–4 (DCS, G–4); Army commands (ACOMs); Army service component commands (ASCCs); direct reporting units (DRUs); National Guard Bureau (NGB); and U.S. Army Reserve Command (USARC). The CLRP is designed to make the DCS, G–4, ACOM, ASCC, DRU, NGB, and USARC staff expertise available to subordinate levels of the command in order to attain, sustain, and manage materiel readiness.

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

3. Explanation of abbreviations and terms
Abbreviations and special terms used in this regulation are explained in the glossary.

4. Responsibilities
   a. Deputy Chief of Staff, G–4. The DCS, G–4 will—
      (1) Develop and revise Department of the Army policy for the CLRP.
      (2) Monitor ACOM, ASCC, DRU, NGB, and USARC CLRPs and compliance with policy.
      (3) Assist in resolving logistics issues that exceed ACOM, ASCC, or DRU scope.
      (4) Execute the mission, roles, and responsibilities of the program element manager for CLRP funding for the program objective memorandum.
         (a) Provide program objective memorandum funding guidance to the ACOMs, ASCCs, DRUs, NGB, and USARC.
         (b) Consolidate ACOM, ASCC, DRU, NGB, and USARC inputs, develop packets, and present requirements to the Sustainment Program Execution Guidance document.
         (c) Disperse funds to the ACOMs, ASCCs, DRUs, NGB, and USARC based on the various command requirements.
   b. Logistics Innovation Agency. LIA will—
      (1) Establish a data repository for uploading all related observations and final reports by the ACOM, ASCC, DRU, NGB, and USARC CLRP, maintenance assistance and instruction teams, and the Command Supply Discipline Program (CSDP).
      (2) Review ACOM, ASCC, DRU, NGB, and USARC CLRP reports to identify—
         (a) Problems that are beyond ACOM, ASCC, DRU, NGB, and USARC scope to resolve.
         (b) Adverse or favorable logistics conditions and trends.
      (3) Use data mining tools to qualitatively and quantitatively monitor trends and issues.
      (4) Conduct rapid assessments and analysis.
      (5) Provide the DCS, G–4 with periodic reports of command concerns, rapid assessments, policy reviews, logistics issues, and actions and recommendations for policy, program, or technology solutions.
   c. Commanders of Army commands, Army service component commands, direct reporting units, and U.S. Army Reserve Command. The Commanders of ACOMs, ASCCs, DRUs, and USARC will—
      (1) Establish a CLRP and conduct periodic command logistics review team (CLRT) visits to subordinate elements. The frequency of visits and levels of command visited should be decided on a case-by-case basis considering the significance of identified logistics problems, uniqueness of the ACOM, ASCC, DRU, and USARC missions, and the importance of the unit’s or activity’s mission. Generally, units and activities will be visited every 36 months as a minimum.
      (2) Assign responsibility for the CLRP to a specific functional element within the headquarters.
      (3) Transmit their annual CLRT visit schedule to the DCS, G–4 (DALO–MNF) by 31 July of each year.
      (4) Review all observations with appropriate personnel of the command visited and, when possible, provide a copy of all draft observations to the visited activity prior to the exit briefing.
      (5) Provide reports of CLRP visits to the visited command within 45 days after each visit. (These reports are exempt from information requirement control, in accordance with AR 335–15.)
      (6) Forward final reports and CLRP assessment visit observations, maintenance assistance visit observations, and CSDP inspections to the HQDA Virtual Command Logistics Review Program (VCLRP) data repository. User names and passwords for this program will be obtained by writing to LIA, 5870 21st Street, Building 212, Fort Belvoir, VA 22060–5941. Electronic reports and findings should be posted within 30 days after each visit.
   d. Chief, National Guard Bureau. The CNGB will—
      (1) Establish a CLRP and conduct periodic CLRT visits to subordinate elements. The frequency of visits and levels of command visited should be decided on a case-by-case basis considering the significance of identified logistics problems, uniqueness of the NGB missions, and the importance of the unit’s or activity’s mission. Generally, units and activities will be visited every 36 months as a minimum.
      (2) Assign responsibility for the CLRP to a specific functional element within the headquarters.
procedures are described in paragraphs 6, 7, and 8. The ACOM, ASCC, DRU, NGB, and USARC level logistics operate under a senior logistician (military or civilian), who serves as the team chief. Team composition and review interest during subsequent audits, command inspections, reviews, or assistance visits. Installation, or activity.

The intention of the HQDA VCLRP is to gather ACOM, ASCC, DRU, NGB, and USARC information gathered during CLRP assessment visits in order to identify issues and best practices across the Army logistics enterprise.

Purpose of the Headquarters Virtual Command Logistics Review Program

CLRP consists of the VCLRP and the ACOM, ASCC, DRU, NGB, and USARC CLRPs, which are on-the-ground assistance and assessment programs.

a. Headquarters, Department of the Army Virtual Command Logistics Review Program. HQDA VCLRP is an assessment program executed by LIA at the direction of the DCS, G–4. It is designed to review ACOM, ASCC, DRU, NGB, and USARC logistics operations. The program is used to identify and resolve logistics issues and provide field commanders with a conduit to the DCS, G–4. HQDA VCLRP will be accomplished using the following methods:

1. Compilations of ACOM, ASCC, DRU, NGB, and USARC information gathered during CLRP assessment visits in order to identify issues and best practices across the Army logistics enterprise.
2. Policy effectiveness reviews by the DCS, G–4 and LIA based on data mined from the VCLRP data repository to determine how existing, new, revised, or proposed logistics policy affects operations in the field.
3. Rapid assessments of Department of the Army-level logistics issues or potential issues conducted by the DCS, G–4 staff or the organization with the core competency in the identified logistics area. When necessary the DCS, G–4 or LIA will conduct an in-depth analysis to resolve the issue or problem and either recommend or implement a resolution.

b. Army command, Army service component command, National Guard Bureau, and U.S. Army Reserve Command Virtual Command Logistics Review Program requirements. The intention of the HQDA VCLRP is to gather ACOM, ASCC, DRU, NGB, and USARC level and above issues that obstruct the execution of logistics or the best practices that support the execution of logistics across the Army enterprise. Gathering information during ACOM, ASCC, DRU, NGB, and USARC CLRP visits are an important part of the HQDA VCLRP. The primary objectives are to identify and collect logistics issues and best practices and respond to command logistics concerns that are beyond the ability of the ACOM, ASCC, DRU, NGB, or USARC to resolve. ACOMs, ASCCs, DRUs, NGB, and USARC will—

1. Submit electronic results of CLRP assessment visits, maintenance assistance visits, and CSDP inspections to the VCLRP data repository.
2. Submit additional logistics information resulting from similar ACOM, ASCC, DRU, NGB, and USARC assessments or inspections used for trend analysis and issue identification or resolution.
3. Submit Army-level issues to be resolved by the DCS, G–4 staff or to be passed on to the organization with the core competency to resolve the issue.

6. Command Logistics Review Program for Army commands, Army service component commands, direct reporting units, National Guard Bureau, and U.S. Army Reserve Command

a. General information on the Command Logistics Review Program for Army commands, Army service component commands, direct reporting units, National Guard Bureau, and U.S. Army Reserve Command. ACOM, ASCC, DRU, NGB, and USARC CLRT visits are not inspections and should not coincide with audit or inspection visits. The CLRP is not part of organizational inspection programs, command inspections, staff inspections, staff assistance visits, or inspector general visits. Army inspection policies outlined in AR 1–201 should not be used to implement the CLRP. In accordance with AR 710–2, the ACOM, ASCC, DRU, NGB, and USARC CLRP is a supplement to the CSDP and can be integrated into those efforts. The ACOM, ASCC, DRU, NGB, and USARC CLRP is an on-the-ground assessment and assistance program for the review of unit, installation, and activity logistics operations to—

1. Identify and resolve logistics problems that are adversely affecting the readiness posture of the command, installation, or activity.
2. Take corrective action on logistics problems that are resolvable at the unit or activity level and may be of interest during subsequent audits, command inspections, reviews, or assistance visits.
3. Identify problems at all levels so commanders and staff can take corrective action.
4. Conduct vertical assessments through command and technical channels to identify root causes of problems.

b. Implementing review teams. ACOMs, ASCCs, DRUs, NGB, and USARC will implement CLRTs. Each team will operate under a senior logistician (military or civilian), who serves as the team chief. Team composition and review procedures are described in paragraphs 6, 7, and 8. The ACOM, ASCC, DRU, NGB, and USARC level logistics
assessment and assistance teams that are established and structured to accomplish the program described above are considered CLRTs under this regulation.

c. *Planning to attain objectives.* ACOM, ASCC, DRU, NGB, and USARC supplements to this regulation will contain a guideline directing the policies and methods the ACOMs, ASCCs, DRU, NGB, and USARC will use to attain the objectives of the CLRP.

d. *Command Logistics Review Program objectives for Army commands, Army service component commands, direct reporting units, National Guard Bureau, and U.S. Army Reserve Command.* ACOM, ASCC, DRU, NGB, and USARC CLRP is designed to—

1. Collect and respond to command logistics concerns that are beyond the ability of the ACOM, ASCC, DRU, NGB, or USARC to resolve.
2. Improve logistics readiness and sustainability of the Army in the field.
3. Improve the logistics posture of command or installation support activities.
4. Assist in all areas of logistics management.
5. Foster command involvement in disciplining logistics operations.
6. Provide logistics status to commanders and staff at all levels.
7. Identify best practices that support or issues that obstruct the execution of logistics across the Army enterprise.

e. *Command Logistics Review Program conduct for Army commands, Army service component commands, direct reporting units, National Guard Bureau, and U.S. Army Reserve Command.* ACOM, ASCC, DRU, NGB, and USARC CLRP will—

1. Visit subordinate units in accordance with paragraph 4c and 4d.
2. Require a review of the following:
   (a) Policies, procedures, doctrine, systems, training, personnel, and funding matters affecting logistics.
   (b) Supply, maintenance, transportation, services, and facilities engineering functions with major logistics impact.
3. Identify problems at all levels so commanders and staff can take corrective action.
4. Conduct vertical assessments through command and technical channels to identify root causes of problems.

7. *Command Logistics Review Program requirements for Army commands, Army service component commands, direct reporting units, National Guard Bureau, and U.S. Army Reserve Command*

a. ACOMs, ASCCs, DRUs, and USARC Commanders will—

1. Provide a senior representative to conduct or participate in entrance and exit briefings to emphasize the importance of the program.
2. Require the presence of appropriate commanders and key personnel at exit briefings to ensure that all are informed and can benefit from the observations.
3. Establish procedures for follow-up assistance visits needed to ensure corrective action.

b. The CLRT chief will—

1. Obtain in advance information and data on problem areas and select qualified personnel in these areas as team members.
2. Assign specific subjects for review to each team member.
3. Develop a detailed plan for each visit, including methods for a vertical assessment of logistics systems to be reviewed.
4. Brief team members before each visit and explain the plan.
5. Conduct entrance and exit briefings with representatives of the visited command, installation, or activity.
6. Review each observation submitted by team members to ensure they—
   (a) Clearly define significant problems.
   (b) Identify the solutions to problems and the commands or activities responsible for correcting them.
   (c) Discuss problems and underlying facts with command and staff members visited.
   (d) Refer problems to other team members for further inquiry, when needed.
   (e) Trace each problem to its source.
7. Prepare reports of CLRT visits. These reports will include the following:
   (a) A memorandum summarizing areas and functions observed, citing the major problem areas as well as the commendable areas.
   (b) A list of CLRT members, including for each the unit or activity, office symbol, and duty telephone number.
   (c) An index of observations by functional area that lists the agency, unit, or command responsible for correcting the issues.

c. DA Form 4965 (Command Logistics Review Program Observation Worksheet) may be used to document commendable achievements, problems, recommended actions, and the responsible organization to take corrective action.
8. Review emphasis
ACOM, ASCC, DRU, NGB, and USARC CLRP visits will emphasize the identification of systemic logistical problems that affect individual and unit readiness. Since systemic problems will in many instances be directly associated with compliance issues, ACOM, ASCC, DRU, NGB, and USARC CLRTs may often surface compliance problems not identified by local command reviews. Local commanders may desire to review these areas to determine why local reviews did not surface these problems needing local corrective actions. The following are some examples of areas that may be assessed:

a. Unit status reporting. This assessment includes the Army Materiel Status System (see AR 700–138).

b. Logistics plans and operations. Assessment includes the following:
(1) Logistics annexes to operations and contingency plans.
(2) Mobilization planning.

c. Command Supply Discipline Program. Per AR 710–2, formal visibility of the CSDP is provided through the ACOM, ASCC, DRU, NGB, and USARC CLRP. The CLRP teams will incorporate CSDP policy in its assessment and assistance plans and procedures.

d. Supply. Assessment includes subject areas covered in AR 710–2 and other cited publications:
(1) Property accountability (see AR 710–3 and AR 735–5).
(2) Requisition, receipt, and issue of supplies (see AR 725–50).
(3) Response of retail and wholesale levels.
(4) Control of pseudo receipts.
(5) Fill rates.
(6) Back orders.
(7) Shop stock and/or bench stock.
(8) Central issue facility.
(9) Storage (see AR 740–3).
(10) Prescribed load list.
(11) Authorized stockage list.
(12) Statement of charges and cash collection vouchers, inventory adjustment reports, and financial liability investigations of property loss (see AR 735–5).
(13) Identification and disposition of excess equipment.
(14) Reports of supply discrepancy.
(15) Organizational clothing and individual equipment.
(16) Reparable exchange and return of reparables to depots.
(17) Unique item tracking (see AR 710–3).
(18) Accountability and procedures for the use of the international merchant purchase authorization card.

e. Integrated logistics support. Assessment includes the following:
(1) Adequacy and completeness of materiel fielding planning.
(2) Acceptability of introductory phase to include new equipment training.
(3) Availability and adequacy of materiel system logistics support resources for initial fielding and follow-on requirements.
(4) The sustainment of logistics support of recently fielded new materiel systems.
(5) The management of displaced equipment and associated support items.
(6) The overall force modernization management function.

f. Logistics personnel. Assessment includes personnel authorizations, fill rate, training, and proper use.

g. Standard Army Management Information System operations. Assessment includes the following:
(1) Operational status.
(2) Manuals and procedures.
(3) Validity of input and output.
(4) System discipline.

h. Maintenance. This assessment includes subject areas covered in AR 750–1 and other cited publications. This assessment can satisfy the need for a maintenance assistance and instruction team visit if it fulfills all the requirements, as stated in AR 750–1. This assessment includes the following:
(1) Backlogs.
(2) Controlled exchange.
(3) Readiness floats.
(4) The Army Warranty Program (see AR 700–139).
(5) Field returns.
(6) Modification work orders.
(7) Calibration of test, measurement, and diagnostic equipment (see AR 750–43).
(8) The Army Maintenance Management System (see DA Pam 750–8).
(9) Quality deficiency reports.
(10) Publications availability.
(11) The Army Oil Analysis Program.
(12) Repair parts support.
(13) Reporting and control procedures.
(14) Timely evacuation of unserviceables.
(15) Reparable management.

i. Petroleum, oils and lubricants operations, and energy conservation. This assessment includes the following:
(1) Accountability, storage, handling, and dispensing of fuel, oils, and lubricants (see AR 710–2).
(2) Quality surveillance of fuels.
(3) Petroleum, oils, and lubricants procurement reports and safety.
(4) Implementation and development of energy conservation programs.

j. Transportation. This assessment includes the following:
(1) Implementation of traffic management (freight, passenger, and personal property) programs (see Defense Transportation Regulation 4500.9–R).
(2) Movement contingency plans (land, sea, and air).
(3) Blocking, bracing, and tie-down materials.
(4) Theater transportation unique systems.
(5) Rail Maintenance Program.
(6) Transportation motor pool operations (see DA Pam 750–3).

k. Logistics training and doctrine. This assessment includes the following:
(1) Compatibility of tables of organization and equipment, and modified tables of organization and equipment, and missions with equipment characteristics and capabilities.
(2) Training management.
(3) Use of local learning centers.
(4) Personnel training skill levels.
(5) Employment of current doctrine.

l. Command budgets and consumer funds. This assessment includes reimbursement of retail working capital funds from consumer funds.

9. Metrics and reporting requirements
ACOM, ASCC, DRU, NGB, and USARC CLRP teams will maintain records of the following statistics and provide the information in an annual report due by 1 November of each year to the DCS, G–4 (DALO–MNF). This information will be used by the DCS, G–4 to justify the program objective memorandum requirement.

a. Number of assistance visits conducted during the previous fiscal year.
b. Description of supply discipline and property accountability initiatives underway to mentor and educate junior leaders.
c. Number of training sessions, number of Soldiers trained, and training session subjects.
d. Quantity and type of compliance problems identified.
e. Quantity and dollar value of property book transactions corrected.
f. Results of inventory and accountability accuracy (in terms of a percent) on the stock record account (reporting the right items and the right quantities) on compliance inspections.
g. Annual roll-up (compilation) of the quarterly reports is required for the Chief of Staff, Army’s campaign on property accountability.

(1) Quantity and dollar amount of Class VII, major end items of equipment, which have been brought to record (found on installation).
(2) Quantity and dollar amount of other supplies and materiel that (Class II, III, IV, and IX) have been brought to record and proper disposition assigned.
(3) Number of pieces of equipment redistributed internally to fill other existing unit shortages.
(4) Quantity and dollar amount of excess turned-in and brought to record within an accountable record for potential redistribution within the Army.
Appendix A

References

Section I
Required Publications

AR 1–201
Army Inspection Policy (Cited in para 6a.)

AR 700–138
Army Logistics Readiness and Sustainability (Cited in para 8a.)

AR 700–139
Army Warranty Program (Cited in para 8h(4).)

AR 710–2
Supply Policy Below the National Level (Cited in paras 6a, 8c, 8d, and 8f(1).)

AR 710–3
Inventory Management Asset and Transaction Reporting System (Cited in paras 8d(1), 8d(17).)

AR 735–5
Policies and Procedures for Property Accountability (Cited in paras 8d(1), 8d(12).)

AR 740–3
Stock Readiness (Cited in para 8d(9).)

AR 750–1
Army Materiel Maintenance Policy (Cited in para 8h.)

AR 750–43
Army Test, Measurement, and Diagnostic Equipment (Cited in para 8h(7).)

Section II
Related Publications

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

AR 11–2
Managers’ Internal Control Program

AR 40–61
Medical Logistics Policies

AR 56–3
Management of Army Rail Equipment

AR 220–1
Army Unit Status Reporting and Force Registration – Consolidated Policies

AR 335–15
Management Information Control System

AR 420–1
Army Facilities Management

AR 700–4
Logistics Assistance
AR 700–82
Joint Regulation Governing the Use and Application of Uniform Source Maintenance and Recoverability Codes

AR 700–84
Issue and Sale of Personal Clothing

AR 710–1
Centralized Inventory Management of the Army Supply System

AR 725–50
Requisition, Receipt, and Issue System

DA Pam 710–2–1
Using Unit Supply System (Manual Procedures)

DA Pam 710–2–2

DA Pam 750–3
Soldiers’ Guide for Field Maintenance Operations

DA Pam 750–8
The Army Maintenance Management System (TAMMS) Users Manual

DTR 4500.9–R
Defense Transportation Regulation (Available at http://www.transcom.mil/dtr/part-iii/dtr_part_iii_toc.pdf.)

Section III
Prescribed Forms
Unless otherwise indicated below, DA Forms are available on the APD Web site (http://www.apd.army.mil).

DA Form 4965
Command Logistics Review Program Observation Worksheet (Prescribed in para 7c.)

Section IV
Referenced Forms
Unless otherwise indicated below, DA Forms are available on the APD Web site (http://www.apd.army.mil).

DA Form 2028
Recommended Changes to Publications and Blank Forms
Appendix B  
Internal Control Evaluation Process

B–1. Function  
The function covered by this evaluation is the administration of the CLRP.

B–2. Key internal controls  
   a. CLRP assessment visits by ACOMs, ASCCs, DRUs, NGB, and USARC to their subordinate commands must be conducted periodically (generally every unit should be visited every 36 months at a minimum).
   b. CLRP assessments must be sent electronically to the DCS, G–4 annually and must contain the required logistics review information as specified in this regulation and as specified by the DCS, G–4 as focus areas and/or special interest areas.

B–3. Internal control evaluation process  
Existing internal review processes meet the basic requirements of an internal control evaluation. The CLRP is itself a management review process. See paragraph 8 for review and assessment areas. See paragraph 9 for reporting requirements. An evaluation of the CLRP is done annually by evaluating the reports that are received.
Glossary

Section I
Abbreviations

ACOM
Army command

ASCC
Army service component command

CLRP
Command Logistics Review Program

CLRT
command logistics review team

CNGB
Chief, National Guard Bureau

CSDP
Command Supply Discipline Program

DCS, G–4
Deputy Chief of Staff, G–4

DRU
direct reporting unit

HQDA
Headquarters, Department of the Army

LIA
Logistics Innovation Agency

NGB
National Guard Bureau

USARC
U.S. Army Reserve Command

Section II
Terms
This section contains no entries.

Section III
Special Abbreviations and Terms

VCLRP
Virtual Command Logistics Review Program