

THE DLA PACKAGING PROGRAM
[This publication has been revised significantly
and must be reviewed in its entirety.]

A. REFERENCES

1. DoD 4140.1-R, DoD Materiel Management Regulation.
2. DLAD 4145.7/AR 700-15/AFJMAN 24-206/NAVSUPINST 4030.28D/MCO 4030.33D, Packaging of Materiel.
3. DLAI 4140.55/AR 735-11-2/SECNAVINST 4355.18/AFR 400-54, Reporting of Item and Packaging Discrepancies.
4. DLAD 4145.12, The DLA Packaging Program.
5. Deputy Under Secretary of Defense (Logistics) Memorandum for Secretaries of the Military Departments, Director, Defense Logistics Agency, and DoD Comptroller, 23 December 1993, Subj: Definitions of Distribution Depot Functions.
6. DLAD 5000.4, Contract Management.
7. AFJMAN 24-204/TM 38-250/NAVSUP PUB 505/MCO P4030.19G/DLAI 4145.3, Preparing Hazardous Materials for Military Air Shipments.
8. DLAD 4145.41/AR 700-143/AFJI 24-201/NAVSUPINST 4030.55A/MCO 4030.40A, Packaging of Hazardous Materials.
9. MIL-STD-129, Standard Practice for Military Marking.
10. MIL-STD-2073-1, Standard Practice for Military Packaging.
11. DLAD 3200.1/AR 715-13/NAVSUPINST 4120.31/AFPD 21-4/MCO 4000.18D, Engineering Support for Items supplied by Defense Logistics Agency and General Services Administration.
12. Title 49, Code of Federal Regulations (49 CFR).

B. PURPOSE. This instruction establishes procedures for the DLA Packaging Program and the DLA Packaging Board. The procedures apply differently according to the type of DLA field activity (i.e. DSC, DCMC office, or DD) involved with the DLA Packaging Program.

C. APPLICABILITY AND SCOPE. This instruction is applicable to HQ DLA, Defense Logistics Support Command (DLSC), Defense Contract Management Command (DCMC), Defense Supply Centers (DSCs), Defense Distribution Center (DDC), Defense Distribution Depots (DDs), Defense Contract Management Districts (DCMDs), and Defense Contract Management Command Offices (DCMCs).

D. DEFINITIONS

1. Levels of Protection. Levels of protection are defined in reference A1.
2. Packaging. The elements of packaging are defined in reference A10.

E. PROCEDURES

1. Defense Supply Centers. The packaging procedures for the Defense Supply Centers (DSCs) involve developing technical packaging data, and support to procurement.

a. Packaging for Procurement. All materiel will be procured, fully packaged in a ready-for-issue state. When the contractor/vendor is unable or unwilling to provide required packaging at a reasonable cost and is unwilling to subcontract for such services, the contracting office will attempt to obtain required packaging from packaging services contractors. Only as a last resort, the materiel may be shipped to the storage depot for packaging provided that:

- (1) The contracting office advises the recipient depot(s) in advance of the repackaging work load; and
- (2) Provides the reimbursable funding to accomplish the required work.

b. Packaging Requirements. Detailed packaging requirements will be clearly stated in procurement documents for military packaging, in terms of levels of protection, by means of Federal and Military specifications and standards, and for commercial packaging by means of industry standards. For marking military packages of medical materiel (S9M), procurement documents will cite Medical Marking Standard No. 1. For marking all other military packaging, procurement documents will cite MIL-STD-129 and include requirements for bar coding. Bar coding requirements need not be cited in contracts for the following items:

- (1) bulk lumber and plywood.
- (2) construction metals.
- (3) steel plates and structural shapes.
- (4) military assistance programs.
- (5) foreign military sales.
- (6) Grant Aid shipments.

When an unreasonable charge for bar coding occurs, the contracting office will attempt to negotiate a fair and reasonable price. If all efforts to resolve the refusal to provide reasonable price bar coding fail, the contracting office may delete the bar coding requirement from the contract, following the steps outlined in paragraph E1a, above. For items managed by the medical ICP, unless otherwise specified in the procurement document, bar codes are not required on the unit of issue.

c. Methods of Packaging. Method selection will be by MIL-STD- 2073-1 to assure uniform packaging for similar items. Each National Stock Number (NSN) or part number will have documented packaging requirements for the military levels of protection appropriate for that item. The Optional Procedure Indicator (OPI) field will be filled with Code "M" only when specific materials and containers are needed for packaging critical items, such as ESDS items, IRPODs, or hazardous materials. For packaging other items, the OPI code shall be "O".

d. Preservation and Packing. The following matrix outlines the minimum preservation and packing required for typical DLA shipments from contractors' facilities. An asterisk (*) means that commercial packaging will apply.

<u>Type of Shipment</u>	<u>Preservation</u>	<u>Packing</u>
MICAP/999/NMCS- - - - -	*	*
Prepositioned War Reserves/Mobilization - - -	MIL	A
Military Assistance Program - - - - -	MIL	B
Foreign Military Sales (FMS)- - - - -	MIL	B
Grant Aid - - - - -	MIL	B
Overseas Small Parcel Shipment - - - - -	*	*
CONUS Small Parcel Shipment - - - - -	*	*
FMS Small Parcel - - - - -	*	*

Delivery for Wholesale Depot Stock- - - - -	MIL	*
Direct Vendor Delivery (CONUS)-		
IPG I, II, or III - - - - -	*	*
Overseas Delivery, other than Small		
Parcel, Priority 01-08, IPG I or II - - -	*	*
Overseas Delivery, Other than Small		
Parcel, Priority 09-15, IPG III - - - - -	MIL	B

e. Unitization. Cargo will be unitized to the maximum extent practical, following the criteria of MIL-HDBK-774, Palletized Unit Loads, using the standard warehousing and shipping pallet, four-way entry, 40x48 inch, nonreversible, winged pallet. Pallets should conform to ASME MH1.8, Pallet, Material Handling, Wood, Stringer Construction, Two-way and Four-way (Partial), either softwood (preferred) or hardwood. Maximum weight of the load is 3,000 pounds. Maximum height will follow the criteria of MIL-HDBK-774 and no unitized load will exceed 54 inches in height.

(1) Materiel will be unitized to the extent practical at the time of procurement, and will be shipped in a unitized mode whenever possible to take full advantage of mechanized material handling equipment.

(2) Methods of unitization include palletizing, bundling, skidding, and multipacking.

(3) Shipments of empty 55-gallon drums need not be palletized.

(4) When shipping materiel in 55-gallon drums, the drums will be palletized. When the drums are shipped in truckload lots using 102 inch wide trailers (98 inch inside width) or less-than-truckload lots, the drums will be palletized on 48x48 inch pallets, with four drums per pallet. For other truckload lots, drums will be palletized on 40x48 inch pallets, with three drums per pallet. Drums will be secured to the pallet by stretch film per MIL-HDBK-774, or 3/4 inch steel strapping of finish A, ASTM D 3953, applied lengthwise and girthwise per MIL-HDBK-774. As an alternate, use nonmetallic strapping of ASTM D 3950, following the criteria of MIL-HDBK-774. When strapping is used, the load will be provided with a wooden frame cover that does not exceed the length and width of the pallet.

f. Excessive Packaging. Care will be exercised in developing packaging requirements to avoid excessive packaging, which may add to the tare weight, packaging cost, and transportation cost.

g. Packaging Requirements Reviews. Packaging requirements will be reviewed and changed when it is beneficial to the customer and does not degrade the quality of the item, or when major policy changes dictate.

h. Engineering Support for Packaging. When engineering support is required, it will be obtained in accordance with reference A11. When packaging-testing support is required, it will be obtained per reference A2, using DD Form 1222, Request For and Results of Tests.

i. Commercial Packaging. Commercial packaging will be used when the technical details of the packaging construction and/or test performance are well enough known to assure that the commercial packaging will satisfy DLA logistical requirements. Bulk packaging is unacceptable. Commercial standards, such as ASTM D-3951 or other similar documents should be used. For the Paperless Ordering Process Systems (POPS), the contract packaging requirement should read, "Packaging. All items shall be packaged using commercial packaging in accordance with the latest revision of ASTM D-3951, including paragraph 7, 'Performance Testing.'"

j. Level A Shipping Containers. Level A exterior containers are listed in reference A10. Weather resistant class fiberboard will be specified for Level B packing, and either domestic or weather-resistant class fiberboard for Minimal Military Packing shipping containers. Fiberboard will not be specified for Level A shipping containers, except as follows:

(1) For subsistence, packing shall be in accordance with MIL-L-35078, Loads, Unit, Preparation for Nonperishable Subsistence Items, General Specifications For.

(2) For medical materiel, packing in weather resistant fiberboard is acceptable for Level A, packing in domestic fiberboard is acceptable for Level B, and packing in accordance with ASTM D-3951 is acceptable for Minimal Military Packing.

k. Hazardous Materials packaging. Reference A8 sets uniform policy for the

packaging of hazardous materials in a safe manner to provide for conforming storage, handling, and transportation. Hazardous materials will be identified in the DSCs' data management files as such, and contracts and purchase orders will require materiel to be packaged to conform to Title 49 CFR (ref. A12), and other applicable modal regulations.

(1) The provisions of reference A7 will be strictly adhered to in preparing hazardous material for military air shipments. Appropriate regulations and the latest version of the PC POP program will be utilized to prepare hazardous materials shipments by other modes of transportation.

(2) Training for all persons engaged in packaging hazardous materials for any mode of shipment will be provided for according to references A7, A12, and the DLA environmental training program with recertification as required therein. Persons lacking the necessary training are prohibited from developing packaging requirements for hazardous materials unless constantly supervised by qualified personnel.

(3) DDC-TO is the DLA central manager for hazardous materials who serves as the repository for hazardous materials packaging test reports for all the Military Services and Defense Agencies, as well as maintaining the PC-POP program. All testing of hazardous materials packaging configurations, and contacts with the various test facilities, will be coordinated through the DLA central manager for hazardous materials.

l. International Logistics (IL). Military preservation and a minimum of Level B packing will be provided to IL freight shipments, including Grant Aid and Foreign Military Sales (FMS). Reference A10 will be used as a basis for preparing IL shipments. In all cases, packaging will comply with any special packaging requirements contained in applicable Grant Aid agreements or FMS Letters of Acceptance.

m. Field Visits. DSC packaging personnel will conduct field assistance visits to the depots stocking their materiel. DSC packaging personnel will perform management visits to contractors' plants to evaluate the adequacy of technical packaging requirements, packaging conformance to design intent, and the effectiveness of technical packaging support in coordination with applicable Administrative Contracting Officers (ACOs) and DCMC Packaging Specialists.

n. Suggestions. Packaging suggestions will be evaluated locally when appropriate. When HQ DLA approval is required, they will be forwarded through channels to DLSC-LDD, as appropriate, with approval rationale included. Locally adopted suggestions having use at other DLA field activities will also be coordinated by DLSC-LDD.

o. Packaging Discrepancies

(1) When there is a packaging discrepancy with a receipt at a depot due to nonconformance with contractual packaging requirements, follow the procedures outlined in reference A3, except that DLA- managed materiel will not be automatically suspended in condition code L for packaging discrepancies. Unless the packaging is so defective as to warrant retention for evidentiary purposes, DLA-managed materiel will be received in condition code A and the required packaging will be accomplished as soon as practical. The following procedures will be followed for receipt of materiel, except hazardous material, from contractors with deficient packaging that does not conform to contractual requirements:

(a) Materiel, except for Clothing and Textiles (C&T) (RIC S9T), costing up to \$250 to repackage for a contractor-caused packaging discrepancy, will be received in condition code A and work will be performed without further authority. For C&T items, the cost threshold is \$500.

(b) Materiel, except for Medical Materiel (S9M), costing in excess of \$250 (\$500 for C&T) to repackage for a contractor-caused packaging discrepancy will be received in condition code L and will be referred to the DSC for the ICP packaging review, authorization and disposition instructions. The DSC disposition instructions can include the following:

(1) The DSC can authorize the depot to photograph the discrepancy if the photos will clearly show the discrepancy, then release the materiel for repackaging and induction into stock.

(2) The DSC can direct the depot to hold a sample of the discrepant packaging for evidence, then release the balance of the materiel for repackaging and induction into stock.

(3) The DSC does not necessarily need to hold an entire shipment in code L indefinitely while waiting for a response from the contractor. That way, the materiel can be released for corrective work or disposal, as applicable.

(4) The DSC will notify the appropriate DCMC packaging specialists of repeated discrepancies from contractors in their geographic area of responsibility.

(c) Medical materiel (RIC S9M) received in defective or damaged containers or in noncompliance with contractual levels of protection, shall be received in condition code L. Supply Discrepancy Reports (SDRs) will be submitted to the ICP for resolution. Medical materiel, except hazardous materials, not marked as specified in the procurement document will be received in condition code A; contact the Medical ICP for authorization prior to remarking materiel.

(2) The following procedures will be followed for receipt of DLA-managed materiel from customer returns with deficient packaging:

(a) Materiel costing up to \$250 to repackage will be received in condition code A and work performed without further authority.

(b) Materiel costing more than \$250 to repackage will be reviewed at Directorate level at the depot and DSC prior to any work being performed.

(c) Follow the procedures outlined in reference A3 to report the packaging discrepancy to the managing DSC.

(3) When hazardous materials are received from contractors with deficient packaging that does not conform to contract requirements, follow the procedures outlined in reference A3.

2. Defense Command Management Command Offices

a. General. DCMC provides packaging support and assistance to procurement offices, DCMC elements, other Government activities and contractors through assigned Packaging Specialists (PS). The PS also provides assistance and support to other functional areas including Traffic Management, Quality Assurance, Engineering, Safety, Industrial Specialists, Property Management, and Contract Administrators. Due to the highly specialized and technological nature of military packaging and the complex nature of military marking procedures, and the continuous changes in the packaging world, a continuing need exists for professional packaging expertise in the contract administration environment for responding to inquiries and requests for assistance from both contractor and Government personnel. DCMC Commanders without on-site or resident GS-2032 Packaging Specialists shall utilize the services of the closest Contract Administration Office (CAO) Packaging Specialist for any packaging related issues described in this section.

b. Packaging Management Program (PMP). The purpose of the PMP is to assure that the "optimum package" is achieved in the acquisition contract administration cycle (achieve adequate protection of the procured item, based upon its physical characteristics, ultimate destination, and use, at the least practicable cost). The PS shall perform a Contractor Packaging Capability Review (CPCR), utilizing DLA Form 1095, or a similar computer generated form, for each new contractor or when there is a significant change in the existing contract, management, facilities or product mix. The PS shall visit each former DPRO office (now DCMC) and packaging subcontractors and review their capability to perform military packaging at least once per year, or as necessary. The PS is required to interface with other functional areas including Traffic Management, Quality Assurance, Engineering, Integrated Logistics Support (ILS), Safety, Property management, Production and Industrial Resources on packaging related issues.

c. Packaging Requirements Reviews. The PS shall review all contracts/ solicitations for new contractors, all contracts involving hazardous material, all contracts with potential packaging/ handling/transportability problems and all contracts involving contractors with past history of packaging deficiencies. The PS will prepare DLA Form 1095, Contractor Packaging Capability Review, for all of the above, including PreAward Surveys, and for any contractor when there is a

significant change in the existing contract, management, facility, or product. The PS will recommend appropriate changes to the PCOs when it is beneficial to the customer and does not degrade the quality of the item, or when major policy changes dictate. If, during the CPCR review or the Preaward Survey, the PS determines that a contractor does not or may not have a clear understanding of the packaging requirements, the PS and/or team shall advise the technical specialist(s) who perform surveillance at that contractor's facility that a post Award Conference is necessary with contractor personnel to clarify contractual requirements and resolve any existing or potential problems. During the CPCR or Preaward Survey, the PS and/or team of technical specialists shall perform a risk assessment and identify critical areas in this process to be monitored.

d. Hazardous Materials Packaging. Reference A8 sets uniform policy for the packaging of hazardous materials in a safe manner to provide for conforming storage, handling, and transportation. The PS hazardous materials training shall be current for hazardous material certification in accordance with 49 CFR (ref. A13) and other hazardous material regulations.

(1) DDC-TO is the DLA central manager for hazardous materials who serves as the repository for hazardous materials packaging test reports for all the Military Services and Defense Agencies, as well as maintaining the PC-POP program. All testing of hazardous materials packaging configurations, and contacts with the various test facilities, will be coordinated through the DLA central manager for hazardous materials.

(2) All DCMC activities that administer contracts involving hazardous materials for shipment will have current editions of the following documents available for packaging and Transportation use, in either hard copy or electronic media:

- (a) Title 49, Code of Federal Regulations, Parts 100-199.
- (b) International Air Transport Association Dangerous Goods Regulation (IATA).
- (c) International Maritime Dangerous Goods Code (IMDG).
- (d) DLAI 4145.3/AFJMAN 24-204/TM38-250/NAVSUPPUB 505/MCO P4030.19F, Preparing Hazardous Materials for Military Air Shipments.
- (e) MIL-STD-129, Standard Practice for Military Marking.
- (f) DLA PC POP Program.

e. Suggestions. Packaging suggestions will be evaluated locally when appropriate. When HQ DLA approval is required, they will be forwarded through channels to DLSC-LDD, as appropriate, with approval rationale included. Locally adopted suggestions having use at other DLA field activities will also be coordinated by DLSC-LDD.

f. Deficiencies in Contract Packaging Requirements. If deficiencies are found in the contract, the PS shall issue a DD Form 1716, Contract Data Package Deficiency Report, and provide a copy to the ACO. If a packaging deficiency is detected by anyone other than the PS, coordination with the PS to prevent duplication of efforts is recommended. A courtesy copy shall be provided to the Packaging Specialist.

g. Cost Analyses of Packaging. The PS and Technical Specialists will review contractor cost proposals as well as modifications to contractual packaging requirements to determine the cost benefit to the government. The DCMC PS will provide estimates of the cost of performing the prescribed packaging requirements by independent estimates for materials, direct labor man-hours, packaging design, testing and evaluation, and any other justifiable costs related to packaging.

h. Post Award Conferences. A Post Award Orientation Conference (PAOC) may be necessary to clarify misunderstandings, identify and resolve conflicts or misinterpretations in the contract. A PAOC shall be conducted for new or inexperienced contractors that have never performed military packaging under a government contract. Another condition for requiring a PAOC is when a contract has unusual or special packaging requirements, which need emphasis or clarification.

i. Contractor Surveillance Plans. The PS shall develop a surveillance plan to monitor the contractor's packaging program. The plan shall identify all surveillance activities, highlighting areas of risk that would suggest a need for increased surveillance. The plan shall be a living document and shall be monitored

and updated with current information and include areas of special considerations such as material handling, Electrostatic Sensitive Devices (ESD), hazardous material, packaging test procedures and environmental considerations.

j. Issuing Corrective Action Requests (CAR). The PS shall document packaging deficiencies, coordinate with team members, and issue the appropriate Corrective Action Request (CAR) to the contractor. Team members shall assess the impact on cost, technical performance, quality, and schedule and provide copies of CAR's, along with the impact assessment, to the Program Management Office (PMO). The deficiencies and the status of corrective actions shall be tracked and verified to closure.

k. Technical Support and Assistance. A continuing need exists for professional packaging expertise in the contract administration environment for responding to inquiries and requests for assistance from both the contractor and government personnel. Technical support and assistance to procuring activities may take many forms from telephone calls to procuring activities for clarification of the prescribed packaging requirements to the development and recommendation of alternate, more economical and effective packaging design, such as Block Changes and Single Process Initiatives. PSs develop and establish individual procurement packaging and marking requirements and submit packaging change recommendations as applicable, using DD Form 1716 or other suitable media. Responses to such requests must be accurate and timely to avoid delay in shipments.

l. Preparation of Government Property for Shipment and Storage. It is the responsibility of the DCMC PS to provide appropriate Packaging, Crating & Handling (PC&H) requirements for inclusion in contracts for the movement of Government property from contractors' facilities. Requirements will be stated clearly and in sufficient detail to meet the required level of protection and to provide criteria for inspection and acceptance. Each case must be evaluated individually to assure separation of maintenance and disassembly costs from PC&H costs. Procedures will consist of appropriate notice/requisition of movement, and any other available documentation concerning the location and scheduled removal date. PSs will review this data in conjunction with applicable specifications/references and consult with Transportation to determine the most economical combination of packing and transportation based upon item configuration, mode, capacity and destination. Detailed PC&H instructions will include disassembly (if any), cleaning, preservation, preparation for movement, blocking, bracing, securing, mounting, shrouding, skidding/crating and any special requirements for the packing and movement. When requested the PS will assist in negotiations to establish fair and equitable costs.

m. Loss and Damage Prevention. During facility visits PSs will be alert to materials handling and storage conditions that are conducive to damage, loss, or contamination of procured material. They will evaluate the design, suitability, and use of shipping containers and assess the contractor's capability to develop effective loading, blocking and bracing procedures. PSs, under the Astray Freight Program, will also visit freight carriers, shipping docks, any facility used in the shipment, storage, and transport of government materials to determine if any non-deliveries are government owned. They will physically examine and research the items to determine origin, ownership, and final destination.

n. Training. Packaging Specialists shall be provided formal basic and advanced packaging training, including an instructor course; to develop packaging skills; and enhance the understanding of packaging organizations, operations, and agencies and industrial firms. This is accomplished through the operation of resident and on-site instruction, satellite instruction, and correspondence courses through accredited schools and institutions. The PS will also develop and instruct various courses within their areas to provide current information to government and contracting personnel on packaging criteria, i.e., hazardous material awareness training, interpretation of specific packaging and marking references, and any other material that will enhance the understanding of the packaging field.

3. Defense Distribution Depots

a. Depot-Produced Bar Code labels. When DDs produce bar coded labels with identification data to be applied to unit containers, the item identification data will appear in the following sequence on those labels:

- (1) LOGMARS Bar Code NSN
- (2) NSN
- (3) CAGE and item part number preceded by the letters CAGE and either the part number or PN.
- (4) Item description or nomenclature.
- (5) Quantity, and Unit of Issue.
- (6) Method of preservation, and preservation date.
- (7) Contract number.
- (8) The statement "RE/PACK DLA/*" where * = The first two positions of the RIC for the depot.

Depots will contact the medical ICP (S9M) prior to producing labels for unit containers of medical materiel.

b. Packaging Protection. The following matrix outlines the preservation and packing required for typical DLA shipments from DLA distribution sites. Materiel that is preserved and/or packed at higher levels than those shown below will not be repackaged to match this table.

<u>Type of Shipment</u>	<u>Level of Preservation</u>	<u>Level of Packing*</u>
MICAP/999/NMCS- - - - -	Minimum	Min. Mil
Prepositioned War Reserves/Mobilization - - -	MIL	A
Military Assistance Program - - - - -	MIL	B
Foreign Military Sales (FMS)- - - - -	MIL	B
Grant Aid - - - - -	MIL	B
Overseas Small Parcel Shipment - - - - -	MIL	Min. Mil
CONUS Small Parcel Shipment - - - - -	Minimum	Min. Mil
FMS Small Parcel Shipment - - - - -	Minimum	Min. Mil
Delivery for Wholesale Depot Stock- - - - -	MIL	Min. Mil
Direct Vendor Delivery (CONUS)-		
IPG I, II, or III - - - - -	Minimum	Min. Mil
Overseas Delivery, other than Small		
Parcel, Priority 01-08, IPG I or II - - -	Minimum	Min. Mil
Overseas Delivery, Other than Small		
Parcel, Priority 09-15, IPG III - - - - -	MIL	B

* = Minimum Military Packing (formerly known as Level C)
 When unit packs are used as shipping containers, the preservation and packing designators are combined into a single level of pack that matches the appropriate preservation from the table above. Criteria for using cushioned mailing envelopes in small parcel shipments are when the shipment does not weigh more than 8 pounds, is not more than 2 inches high, and is not irregular in shape. Cushioned mailing envelopes are authorized as the shipping container for small parcel shipments.

c. Methods of Packaging. Depots will refer to the technical packaging data file for the ICP managing an item to determine proper packaging method selection.

d. Level A Shipping Containers. Level A exterior containers are listed in reference A10. Weather resistant class fiberboard will be specified for Level B packing, and either domestic or weather-resistant class fiberboard for Minimal Military Packing shipping containers. Fiberboard will not be specified for Level A shipping containers, except as follows:

- (1) For subsistence, packing shall be in accordance with MIL-L-35078, Loads, Unit, Preparation for Nonperishable Subsistence Items, General Specifications For.
- (2) For medical materiel, packing in weather resistant fiberboard is acceptable for Level A, packing in domestic fiberboard is acceptable for Level B, and packing in accordance with ASTM D-3951 is acceptable for Minimal Military Packing.

e. Excessive Packaging. Depots will exercise care and prudent judgement in packaging materiel for shipment to avoid excessive packaging which needlessly adds

extra weight and cube, and/or drives up packaging and transportation costs.

f. Packaging Requirements Challenges. The depots will challenge those packaging requirements that are obsolete or incorrect when it is beneficial to the customer and does not degrade the quality of the item.

g. Engineering/Testing Support for Packaging. When engineering support is required, it will be obtained in accordance with reference A11. When packaging testing support is required, it will be obtained per reference A11, using DD Form 1222, Request For and Results of Tests.

h. Hazardous Materials Packaging. Reference A8 sets uniform policy for the packaging of hazardous materials in a safe manner to provide for conforming storage, handling, and transportation.

(1) A depot file will be maintained for identifying, handling, and packaging of hazardous materials, compatible with the Military Services' and DLA ICPs' data. Receipts at depots will be matched to the file to prevent inadequately or incorrectly prepared hazardous material from entering the distribution system, to aid in proper handling, storage and cyclic surveillance, and to aid in preparation for shipment.

(2) DDC-TO is the DLA central manager for hazardous materials who serves as the repository for hazardous materials packaging test reports for all the Military Services and Defense Agencies, as well as maintaining the PC-POP program. All testing of hazardous materials packaging configurations, and contacts with the various test facilities, will be coordinated through the DLA central manager for hazardous materials.

(3) The provisions of reference A7 will be strictly adhered to in preparing hazardous material for military air shipments. Appropriate regulations and the latest version of the PC POP program will be utilized to prepare hazardous materials shipments by other modes of transportation.

(4) Training for all persons engaged in packaging hazardous materials for any mode of shipment will be provided for according to references A7, A12, and the DLA environmental training program with recertification as required therein. Persons lacking the necessary training are prohibited from handling hazardous materials unless constantly supervised.

(5) All DDs that package, mark, and/or certify hazardous materials for shipment will have current editions of the following documents available in either hard copy or electronic media:

(a) Title 49, Code of Federal Regulations, Parts 100-199.

(b) International Air Transport Association Dangerous Goods Regulation (IATA).

(c) International Maritime Dangerous Goods Code (IMDG).

(d) DLAI 4145.3/AFJMAN 24-204/TM38-250/NAVSUPPUB 505/MCO P4030.19F, Preparing Hazardous Materials for Military Air Shipments.

(e) MIL-STD-129, Standard Practice for Military Marking.

(f) DLA PC POP Program.

i. International Logistics (IL). Military preservation and a minimum of Level B packing will be provided to IL freight shipments, including Grant Aid and Foreign Military Sales (FMS). Military preservation/Level B packing will be provided to small parcel shipments to freight forwarders in cushioned mailing envelopes when the shipment does not weigh more than 8 pounds, is not more than 2 inches high, and is not irregular in shape. In all cases, packaging will comply with any special packaging requirements contained in applicable Grant Aid agreements or FMS Letters of Acceptance.

j. Field Visits. DDC packaging specialists will perform management visits to DDs to evaluate the adequacy of depot packaging operations, and conformance to the DLA Packaging Program.

k. Suggestions. Packaging suggestions will be evaluated locally when appropriate. When HQ DLA approval is required, they will be forwarded through channels to DLSC-LDD, as appropriate, with approval rationale included. Locally adopted suggestions having use at other DLA field activities will also be coordinated by DLSC-LDD.

l. Fabrication of Boxes and Dunnage

(1) A consolidated fabrication and dunnage facility (box shop) will be operated at selected depots for fabrication and assembly of fiberboard boxes, wood boxes, case liners, car and truck gates, dunnage materials, and specialized skid boxes. Automatic or semiautomatic nailing guns will be used to the maximum.

(2) Wood and fiberboard boxes will be locally fabricated only in nonstandard sizes which are not available through the General Services Administration (GSA) or when GSA is not responsive to immediate requirements.

(3) Maximum use will be made of personnel, equipment, supplies, and operating area to effect best economies. DLA Form 161, Dunnage and Fabrication Work Order, enclosure 1, will be used to order the fabrication of boxes and dunnage. DLA Form 163, Dunnage and Fabrication Production Control Register, will be used as a register for all work orders.

(4) Items fabricated or assembled will conform to applicable specifications, standards, or other authorized documents. An up-to-date library of technical data governing container manufacture and fabrication will be maintained. Maximum use will be made of lumber and fiberboard sheet stock.

(5) Certification markings for fiberboard boxes will be applied as shown in the Uniform Freight Classification or National Motor Freight Classification for domestic class boxes, and in ASTM D 5118, Standard Practice for Fabrication of Fiberboard Shipping Boxes, for weather-resistant class boxes. Wood boxes will be marked with the applicable specification number.

(6) Fabrication equipment will have periodic preventive maintenance performed to minimize downtime. Older equipment will be scheduled for replacement or remanufacture when there are excessive downtime or excessive repairs, and the depot continues to have the documented need for that equipment.

m. Packaging Work Orders. DD Form 1225, Storage Quality Control Report, enclosure 2, will be used as the standard form for documenting work required and associated costs. All reimbursable work will be documented on this form or loaded into a computer database.

n. Special Markings and Labels. Project code disc labels, DLA Form 1737, Project Code Disc 3x3, and DLA Form 1737a, Project Code Disc 9x9, are centrally stocked, pressure-sensitive labels. Local purchase is not authorized. Project codes will be stenciled or machine-printed within the disc.

o. Multipacking

(1) When shipping S9T items to Military Clothing Sales Stores, each multipack box will be approximately 24 inches long by 20 inches wide with a gross weight of not more than 115 pounds. Shipments to Military Clothing Sales Stores are identified by DoD Activity Address Codes (DoDAAC) with the prefix "HX" in the first two positions.

(2) When triple-wall corrugated fiberboard boxes are used for multipacking any commodities, each box will be approximately 48 inches long by 40 inches wide, and not exceed 42 inches in height.

The maximum gross weight of the unitized load will not exceed 3,000 pounds. Each box will be secured to a 40x48 pallet base with steel strapping. Consolidation of material in triple-wall corrugated fiberboard boxes complies with MIL-STD-2073-1, Method 10.

p. Electrostatic Sensitive Discharge Items

(1) Electrostatic discharge (ESD) protective work stations will be established in all areas where electrostatic discharge sensitive (ESDS) items are inspected and packaged at the depots. Each ESD workstation will include a conductive work surface and personnel grounding devices, which shall be kept clean and in good working order. When not in use, the conductive work surface will be kept covered. Additional information about ESD protective work stations is in MIL-HDBK-263, Electrostatic Discharge Control Handbook for Protection of Electrical and Electronic Parts, Assemblies, and Equipment (Excluding Electrically-Initiated Explosive Devices).

(2) People who handle ESDS items will be trained in ESD precautionary procedures. This training must include instructions on the proper use of grounding devices, ESD packaging and handling procedures, and proper marking. The recommended

source of this training is SMPT-6, Packaging and Handling of Electrostatic Discharge Sensitive (ESDS) Items.

q. Packaging Discrepancies

(1) When there is a packaging discrepancy with a receipt at a depot due to nonconformance with contractual packaging requirements, follow the procedures outlined in reference A3, except that DLA-managed materiel will not be automatically suspended in condition code L for packaging discrepancies. Unless the packaging is so defective as to warrant retention for evidentiary purposes, DLA-managed materiel will be received in condition code A and the required packaging will be accomplished as soon as practical. The following procedures will be followed for receipt of materiel, except hazardous material, from contractors with deficient packaging that does not conform to contractual requirements:

(a) Materiel, except for Clothing and Textiles (C&T) (RIC S9T), costing up to \$250 to repackage for a contractor-caused packaging discrepancy, will be received in condition code A and work will be performed without further authority. For C&T items, the cost threshold is \$500.

(b) Materiel, except for Medical Materiel (S9M), costing in excess of \$250 (\$500 for C&T) to repackage for a contractor-caused packaging discrepancy will be received in condition code L and will be referred to the DSC for the ICP packaging review, authorization and disposition instructions. The DSC disposition instructions can include the following:

(1) The DSC can authorize the depot to photograph the discrepancy if the photos will clearly show the discrepancy, then release the materiel for repackaging and induction into stock.

(2) The DSC can direct the depot to hold a sample of the discrepant packaging for evidence, then release the balance of the materiel for repackaging and induction into stock.

(c) Medical materiel (RIC S9M) received in defective or damaged containers or in noncompliance with contractual levels of protection, shall be received in condition code L. Supply Discrepancy Reports (SDRs) will be submitted to the ICP for resolution. Medical materiel, except hazardous materials, not marked as specified in the procurement document will be received in condition code A; contact the Medical ICP for authorization prior to remarking materiel.

(2) The following procedures will be followed for receipt of DLA-managed materiel from customer returns with deficient packaging:

(a) Materiel costing up to \$250 to repackage will be received in condition code A and work performed without further authority.

(b) Materiel costing more than \$250 to repackage will be reviewed at Directorate level at the depot and DSC prior to any work being performed.

(c) Follow the procedures outlined in reference A3 to report the packaging discrepancy to the managing DSC.

(3) When hazardous materials are received from contractors with deficient packaging that does not conform to contract requirements, follow the procedures outlined in reference A3.

r. Conservation and Care of Reusable Containers and Packaging Materials

(1) When practical and economically feasible, packaging materials and containers, such as wood products, boxes, cushioned mailing envelopes, dunnage and cushioning Materials, will be recovered, cared for, and reused to package outgoing shipments. Recovery and reuse of packaging materials generated from unpacking reduces the cost of purchasing new material, and the cost to properly dispose of packaging materials with minimum adverse impact on the environment.

(2) The DDC will prepare procedures for recovering, retaining, and reusing packaging materials and containers. The procedures will include on-the-job training to make sure that personnel:

(a) Carefully open and unpack materiel to prevent damage to containers and components. Remove all protruding nails, staples, metal strapping and other sharp metal objects. Place all container parts in, or attach them to the container in a way to prevent loss or damage.

(b) Use packs in which they received repairable items to return a repairable like item to stock. When a repairable like item is not immediately available, keep

all interior components and cushioning within the container and place it in storage.

(c) Remove and segregate by class and grade all cushioning materials such as flexible polyurethane foam from packs used to ship consumable items. Also make sure personnel place packs in receptacles for reuse.

(d) Protect reclaimed materiel from contamination and inclement weather during recovery, collection and storage operations.

(e) Deliver Special Packaging Instruction (SPI) packs and wood containers to the storage site in a setup condition; deliver fiberboard boxes knocked down for storage.

(f) Avoid high labor cost tasks in reclaiming fiberboard containers. For example, do not strip tapes and labels since this stripping delaminates the fiberboard and reduces the number of times the container can be reused. Open box flaps by a shallow cutting of the closure tapes (do not cut the inner flaps). Cut off loose ends of existing tape. Tape over the original tapes and place the new label over the old label.

3. Each depot will develop local implementing procedures for recovering, retaining, and reusing packaging containers and materials. The local depot procedures will:

(a) Identify the collection, screening, and storage sites and make sure that the packaging materials and containers are separated from refuse and supply pickup points.

(b) Ensure that reusable containers for reparable items are available for packaging assets for storage and shipment. Identify containers by an SPI number. If an SPI number has not been assigned by a Military Service, use the container NSN, item NSN, or item part number.

(c) Identify any procedures needed for obtaining containers and materials from storage and screening and disposing of excesses.

(d) Establish a reusable container working group to meet as needed to coordinate actions, analyze deficiencies, and take corrective actions on deficiencies.

s. Reusable Containers

(1) A reusable container is designed to be used, reclaimed, and reused as a complete system. Reusable containers fall into two categories, depending upon the durability of the exterior shipping container and complexity of the design.

(a) Long-Life Reusable Containers. Long-life reusable containers should withstand at least 100 trips. The exterior of a long-life reusable container usually is made of metal, plastic, synthetic, or composite materials. It is fabricated according to an engineering drawing and produced by industrial equipment. Depots do not generally have the capability to build most long-life reusable containers, but may have the capability to repair them. Slotted angle crates (ASTM D 6255), covered by NSNs in FSCs 8140 and 8145, are considered long-life reusable containers. Such crates are reparable at the depots.

(b) Short-life Reusable Containers. Short-life reusable containers should survive at least 10 trips. The exterior of a short-life reusable container is made of plywood, wood, fiberboard, slotted angle, or corrugated plastic material. A short-life reusable container conforms to a Federal or Military Specification. The SPI describes the complete container system, including the cushioning, die-cuts, inserts, fasteners, exterior container, by a drawing and bill of materials. The depot consolidated fabrication and dunnage facility (box shop) has the capability to construct, repair, and renovate short-life reusable containers.

(2) There are two reusable container styles, based on use or application. Either reusable container style can be used in constructing either long- or short-life reusable containers.

(a) Specialized Reusable Containers. Specialized reusable containers generally are the long-life variety. Specialized reusable containers will support and protect a specific item, or a limited variety of items, during handling, storage, forward and return shipment, and unpacking operations. Such containers also may protect personnel and equipment from hazardous contents. This type of container frequently includes special features, such as energy absorbing systems or temperature control systems. Engineering drawings define form, fit, function,

materials, tolerances and manufacturing techniques. Normally, maintenance activities repair specialized long-life reusable containers and control them as accountable property.

(b) Multiapplication Reusable Containers. Multiapplication reusable containers will protect a variety of items within a given fragility and dimensional range. They can be manufactured in a manner similar to specialized reusable containers or according to applicable Federal or Military Specifications.

(1) Short-life multiapplication reusable containers include the four types of fast packs included in PPP-B-1672.

(2) Long-life multiapplication reusable containers include Types VI through IX in reference A10. These containers are made of a rugged plastic construction and contain internal cushioning pads or permanent shock mitigation systems (e.g., shear mounts, steel coils, springs). They will protect a variety of reparable components during handling, storage and shipment.

(3) Reusable containers specified in SPIs for reparable items will be used for handling, storage, and shipping operations unless the ICP packaging office grants the depot a waiver.

(a) DDs will requisition long-life reusable containers through supply channels before manufacturing alternate packs, but alternate packs may be manufactured to meet shipping deadlines. However, requisitions for the long-life reusable containers will be processed to support projected packaging requirements. This procedure is intended to make sure that depot stocks of long-life reusable containers are used for their intended purpose. This policy also applies to Military Service-owned engine and munitions account items.

(b) When the SPI specifies a short-life container with an alternate foam-in-place (FIP) pack, and the depot has FIP capability, the most cost-effective pack will be manufactured. When insufficient data is available to readily determine the most cost-effective pack, the depot will manufacture the primary pack. The DDs will only manufacture the number of FIP alternate packs needed for immediate packaging requirements and projected stocks. Depots will periodically review these manufacturing decisions since the cost of FIP operations vary depending upon the quantity of packs manufactured and the cost of component materials.

t. Packaging of Military Service-Managed Materiel

(1) As a general rule, depots will follow the technical packaging data that the Military Service ICP prescribes for an item of supply or equipment. Those packaging requirements must be clearly outlined for military packaging in terms of levels and methods by means of ASTM, Federal or Military Specifications and Standards, or MIL-STD-2073-1 coded data for military packaging, and by means of industry standards for commercial packaging. When Military Service data records lack requirements for the required level of protection, depots will follow the general guidelines of reference A10 in developing a suitable package for shipping, and advise the Military Service to develop the needed packaging data.

(2) When depots receive requests from ICPs to upgrade, repack or modify the packaging of materiel in storage, the depots will provide the requestor with a cost estimate for the requested work. The cost estimates will include accurate projections of direct labor hours and direct nonlabor costs. Depots will provide those estimates within 10 working days after receiving the request. No packaging work will be performed until the depot receives the funding from the ICP who requested the work.

(3) In the event of a conflict between the technical packaging requirements from the owning Military Service, and the packaging received with the item or equipment, the following procedures apply:

(a) If the item or equipment is procured with Minimal Military Packaging, and the Military Service's packaging file does not authorize Minimal Military packaging, suspend the materiel in Condition Code L and provide the item manager with a cost estimate to correct the packaging to meet authorized packaging requirements.

(b) If the packaging received with a Military Service-managed item or equipment does not conform with the contractual packaging requirements, follow the

procedures outlined in reference A3 to report the packaging discrepancy to the managing ICP.

(4) Depots are encouraged to recommend changes to packaging requirements to the ICPs that needlessly drive up costs without any corresponding benefits, or are inconsistent with packaging requirements for similar items or equipment. Such forms as the DD Form 1716, or a locally developed form or procedure have resulted in better applications of military packaging requirements. Send any recommended changes to improve packaging to the appropriate ICP to update their packaging data files. The ICPs with telephone and FAX numbers are listed in enclosure 3.

u. Unitization. Cargo will be unitized to the maximum extent practical, following the criteria of MIL-HDBK-774, Palletized Unit Loads, using the standard warehousing and shipping pallet, four-way entry, 40x48 inch, nonreversible, winged pallet. Pallets should conform to ASME MH1.8, Pallet, Material Handling, Wood, Stringer Construction, Two-way and Four-way (Partial), either softwood (preferred) or hardwood. Maximum weight of the load is 3,000 pounds. Maximum height will follow the criteria of MIL-STD-147 and no unitized load will exceed 54 inches in height.

1. Miscellaneous small package shipments will be reduced to homogeneous loads of optimum size.

2. Materiel will be unitized to the extent practical at the time of procurement, and will be shipped in a unitized mode whenever possible to take full advantage of mechanized material handling equipment.

3. Methods of unitization include palletizing, bundling, skidding, and multipacking.

4. Pallets will be repaired or remanufactured whenever practical, but costs to repair/remanufacture should not exceed 65 percent of current acquisition value of the pallet being repaired.

5. Shipments of empty 55 gallon drums need not be palletized.

6. When shipping materiel in 55 gallon drums, the drums will be palletized. When the drums are shipped in truckload lots using 102 inch wide trailers (98 inch inside width) or less-than-truckload lots, the drums will be palletized on 48x48 inch pallets, with four drums per pallet. For other truckload lots, drums will be palletized on 40x48 inch pallets, with three drums per pallet. Drums will be secured to the pallet by stretch film per MIL-HDBK-774, or 3/4 inch steel strapping of finish A, ASTM D 3953, applied lengthwise and girthwise per MIL-HDBK-774. As an alternate, use nonmetallic strapping of ASTM D 3950, following the criteria of MIL-HDBK-774. When strapping is used, the load will be provided with a wooden frame cover that does not exceed the length and width of the pallet. When depots ship 55 gallon drums for domestic shipments, the drums may be floor-loaded without pallets only under the following circumstances:

(a) When the shipment consists of one or two drums.

(b) When the depot transportation office has a current, written confirmation on file from each customer who will accept this method of shipment.

4. DLA Packaging Board

a. The DLA Packaging Board will convene at the call of the chairperson. Attendance will ordinarily be limited to the designated members or their alternates as outlined in DLAD 4145.12. Each person nominated for membership on the Board must have a thorough knowledge in DLA packaging as it pertains to the individual's activity. Names of members and their alternates will be provided to the chairperson no later than 60 days after receipt of this instruction. Changes in members' names, addresses, telephone numbers and E-mail addresses will be furnished to the chairperson as they occur.

b. Agenda items will be submitted to the chairperson at least 45 days before regularly scheduled meetings.

c. The Board will recommend establishing task or study groups or ad hoc committees, the suggested membership, and scope of activities for a particular area of study. These groups will report their findings in writing to the chairperson.

d. The Board will review the need to develop new, or revise/cancel existing packaging specifications and standards, and make its recommendations to the proper

standardization authorities.

e. Board members and invited participants making presentations will provide a synopsis of their presentations to the chairperson at the meeting for use in preparing meeting minutes. Any recommendations which require decision of higher authority will be submitted for approval by the chairperson.

f. Minutes will be distributed within 45 days after each meeting to Board members.

h. The respective organizational unit of each Board member from local funds will provide funds for travel and participation in Board activities.

F. RESPONSIBILITIES. Responsibilities are specified in DLAD 4145.12.

G. EFFECTIVE DATE. This publication is effective immediately.

H. INFORMATION REQUIREMENTS. The following forms are prescribed for use in this instruction:

1. DD Form 1222, Request For and Results of Tests.
2. DLA Form 161, Dunnage and Fabrication Work Order.
3. DLA Form 163, Dunnage and Fabrication Production Control Register.
4. DD Form 250, Material Inspection and Receiving Report
5. DD Form 1225, Storage Quality Control Report
6. Form 1348-1A, Issue Release/Receipt Document
7. DD Form 1716, Contract Data Package Recommendation/Deficiency Report.

By Order of the Director

Enclosures

1. DLA Form 161, Dunnage and Fabrication Work Order
2. Instructions for Completing DD Form 1225
3. Inventory Control Points

NORMAN B. HODGES III
Colonel, USA
Headquarters Complex Commandant

COORDINATION: DLSC-LDT, DLSC-PO, DCMC-OG, CAHS, FOB

Encl 1
DLAI 4145.12

DLA Form 161
Dunnage and Fabrication Work Order

INSTRUCTIONS FOR COMPLETING DD FORM 1225
STORAGE QUALITY CONTROL REPORT

Complete DD Form 1225 as follows for reimbursable packaging actions. The numbers to the left of the text correspond to the block numbers on the form. The acronyms in the parentheses indicate the organization responsible for the entry, i.e. DD, ICP/DSC.

- 1 (DD) Enter the date the form was sent to the ICP/DSC.
- 2 (DD) Provide Report Number, consisting of a locally developed number that identifies the reporting DD.
- 3 (DD) Provide address of the managing ICP/DSC.
- 4 (DD) Provide the address of the preparing DD.
- 5 (DD) Provide the NSN (or local number if no NSN) of the item.
- 6 (DD) Enter the type of inspection as "Other (PPP&M)."
- 7 (DD) Enter short nomenclature.
- 8 (DD) Enter part number if appropriate. Otherwise, enter N/A.
- 9 (DD) Enter serial number for report on a single item if appropriate. If there is no serial number, enter N/A. List serial numbers for multiple items in Block 35.
- 10 (DD) Enter the CC of the materiel as shown on record.
- 11 (DD) Indicate as appropriate, otherwise enter N/A.
- 12 (DD) Indicate as appropriate (shelf life, storage serviceability, etc.), otherwise enter N/A.
- 13 (DD) Enter the unit price of serviceable item from FEDLOG.
- 14 (DD) Enter the unit of issue.
- 15 (DD) Enter "YES" when the item is in an unopened vendor pack and the level of pack is less than the level marked on the container or when the item is in an unopened vendor pack and the materiel is not packaged as required by the ICP/DSC (serviceable materiel only). Otherwise, enter "NO."
- 16 (DD) Enter the name of the contractor, including CAGE (serviceable materiel only). Otherwise, leave blank.
- 17 (DD) Enter the contract number (serviceable materiel only). Otherwise, leave blank.
- 18 (DD) Enter the date of manufacture if known (serviceable materiel only). Otherwise, leave blank.
- 19 (DD) Enter the date of pack. For unserviceable materiel, enter the date of receipt or last packaging work was performed.

- 20 (DD) Enter method of preservation (i.e. 10, 41, 55).
- 21 (DD) Enter level of packing (i.e. A, B or Minimal Military Packing).
- 22 (DD) Indicate as appropriate.
- 23 (DD) Indicate as appropriate.
- 24 (DD) Indicate 24a through 24c as appropriate, otherwise enter "N/A."
- 25 (DD) Indicate as appropriate, otherwise enter "N/A."
- 26 (DD) Indicate as appropriate, otherwise enter "N/A."
- 27 (DD) Indicate 27a and 27b as appropriate, otherwise enter "N/A."
- 28 (DD) Enter "Military Packaging" or the number of the storage serviceability standard, as appropriate.
- 29 (DD) Enter the total quantity on record for the NSN shown in Block 5, with the CC shown in Block 10. Provide resulting CC after inspection.
- 30 (DD) Enter "N/A."
- 31 (DD) Enter the estimated cost for repackaging to return the materiel to issuable condition.
- 32 (DD) Enter the total estimated cost to return the materiel to issuable condition.
- 33 (DD) Enter "N/A."
- 34a (DD) Enter the reimbursable job order number(JON) in Block 34a.
- 34b (DD) Enter the action required, i.e., Packing, Preservation, Marking.
- 35 (DD) Provide additional information to explain the scope of the work to the ICP/DSC. Describe how the discrepant materiel is currently packaged, the discrepancies found, and the proposed packaging. Enter the cost of labor and the cost of materials required to perform the recommended action. Enter the stock number and quantity of required containers and identify any excess containers that will result from this action. Provide any additional information required to explain any of the information above. If additional room is required, continue on the reverse side of the form or on a separate continuation page. Indicate if photographs are available.
- 36 (DD) Enter the name and the voice and FAX telephone numbers of the inspector.
- 37 (DD) Enter the date inspected.
- 38 (DD) Enter the typed name and signature of the DD POC.
- 39 (DD) Enter the date signed, and forward the form to the ICP/DSC.
- 40(ICP/DSC) Provide the approval or disapproval of the proposed action. If approved, provide the MIPR number applicable to this action. If disapproved, provide full rationale for the disapproval and the status of the affected materiel. Provide the name and DSN of the ICP/DSC POC.

Continue on the reverse if necessary.

- 41(ICP/DSC) The ICP finance officer or alternate will sign the completed form.
- 42(ICP/DSC) Enter the date signed, and forward the form to the DD.
- 43 (DD) After the work has been completed, the DD POC signs to certify that the work has been completed.
- 44 (DD) Enter the date signed.

Encl 3

DLAI 4145.12

INVENTORY CONTROL POINTS (ICPs)/DEFENSE SUPPLY CENTERS (DSCs)

<u>AGENCY</u>	<u>VOICE (DSN)</u>	<u>FAX (DSN)</u>	<u>E-MAIL</u>
DLA			
DSCC-VSP *	850-3345/8774	850-1753/1901	hance_barnett@dsccl.dla.mil
DISC-BBES (S9I)	442-4362	442-1081/4534	lpalagruto@disc.dla.mil
DSCR-RZS**	695-4454	695-4030	mdavis@dscr.dla.mil
DSCP-FOEC-1(S9T)	444-5867	444-3276	dpalommella@dscpl.dla.mil
DSCP-MSCBP(S9M)	444-4189	444-8144	lconnors@dscpl.dla.mil
DSCP-HROA (S9S)	444-5353	444-7774/4115	jhunt@dscpl.dla.mil
* Formerly DCSC (S9C) and DESC (S9E)			
** Formerly DGSC (S9G)			
AIR FORCE			
OO-ALC/	777-4995	777-5161	brimhalla@hillwpos.hill.af.mil
	75ABW/LGTP		
OC-ALC/	339-3544	339-3839	jliles@ocdis01.tinker.af.mil
	72ABW/LGTP		
SM-ALC/	633-4613	633-4674	hernande@smdis01.mcclellan.af.mil
	77ABW/LGTP		
SA-ALC/	945-7225	945-1347	ljacobs@sadis05.kelly.af.mil
	76ABW/LGTP		
WR-ALC/	468-5007	468-5932	cmaloy@wrdis01.robins.af.mil
	78ABW/LGTP		
MARINE CORPS			
MCLB ALBANY	567-6855	567-6873	blackwellc@ala.usmc.mil
	(CODE G330)		

NAVY

NAVICP-P (CODE 0712.10)	442-2183	442-4965	Richard_Arter@icpphil.navy.mil
NAVICP-M	430-2694 (CODE 0541)	430-3480	Gloria_W_Warner@icpmech.navy.mil

ARMY

AMCOM bruce-le@exchange1.redstone.army.mil (AMSAM-MMC-LS-DP)	788-2525	746-7612	
CECOM (AMSEL-LC-LEO-E-ET-3)	992-2631	992-2929	gregor@mail1.monmouth.army.mil
TACOM-ACALA (AMSTA-AC-NCDC)	793-6164	793-6339	dpiskori@ria-emh2.army.mil
TACOM-WARREN (AMSTA-TR-E/MEPS, Mail Stop 270)	786-5286	786-5666	HinkleyT@tacom.army.mil
USASSC (AMSCC-SR)	256-6013	256-4251	dmartin@natic-emh2.army.mil
USAWRSC (SIOEC-COT(N))	977-7029	977-6277	sreeves@ncad-emh3.ary.mil