

**Army Regulation 700–144**

**Logistics**

# **Demilitarization and Trade Security Controls**

**Headquarters  
Department of the Army  
Washington, DC  
15 December 2022**

**UNCLASSIFIED**

# ***SUMMARY of CHANGE***

AR 700–144

Demilitarization and Trade Security Controls

This expedited revision, dated 15 December 2022—

- o Updates policy for the disposition of property declared as excess (para 3–1*a*.)
- o Updates policy for the availability and use of proceeds from the Demilitarization Resource Recovery and Recycling Reinvestment Program (para 3–3*c*(2).)
- o Updates position descriptions reflecting the demilitarization responsibilities for personnel involved in demilitarization code assignments or reviews and for those responsible for determining how weapon systems, ammunition, explosives, and equipment are demilitarized (para 3–5*a*).
- o Clarifies Army activities that demilitarize all ammunition and explosives property coded G, including Army activities and commercial contractors that demilitarize ammunition and explosives property coded G (para B–8*c*).

Effective 15 January 2023

Logistics

**Demilitarization and Trade Security Controls**

By Order of the Secretary of the Army:

**JAMES C. MCCONVILLE**  
*General, United States Army*  
*Chief of Staff*

Official:



**MARK F. AVERILL**  
*Administrative Assistant to the*  
*Secretary of the Army*

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

**Summary.** This regulation implements Army policies and instructions to comply with Department of Defense Instruction 4160.28 and Department of Defense Manual 4160.28, Volumes 1, 2, and 3. Also, 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 Regular 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 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 higher headquarters to the policy proponent. Refer to AR 25–30 for specific requirements.

**Army internal control process.**

This regulation contains internal controls

provision in accordance with AR 11–2 and identifies key internal 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 Deputy Chief of Staff, G–4 (DALO–SPE), 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 the Deputy Chief of Staff, G–4 (DALO–SPE), 500 Army Pentagon, Washington, DC 20310–0500.

**Distribution.** This regulation is available in electronic media only and is intended for the Regular 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 4 October 2015.

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## **Glossary**

## **Chapter 1**

### **Army Demilitarization Policy**

#### **1–1. Purpose**

This regulation establishes policies for Army participation in the Department of Defense (DoD) Demilitarization (DEMIL) and Trade Security Controls (TSC) Program. It mandates procedures for DEMIL coding and implements procedures outlined in Department of Defense Instruction (DoDI) 2030.08, DoDI 4140.62, DoDI 4160.28, DoDI 4715.23, and Department of Defense Manual (DoDM) 4160.28, Volumes 1, 2, and 3.

#### **1–2. References and forms**

See appendix A.

#### **1–3. Explanation of abbreviations and terms**

See the glossary.

#### **1–4. Responsibilities**

Responsibilities are listed in chapter 2.

#### **1–5. Records management (recordkeeping) requirements**

The records management requirement for all record numbers, associated forms, and reports required by this publication are addressed in the Records Retention Schedule–Army (RRS–A). Detailed information for all related record numbers, forms, and reports are located in Army Records Information Management System (ARIMS)/RRS–A at <https://www.arims.army.mil>. If any record numbers, forms, and reports are not current, addressed, and/or published correctly in ARIMS/RRS–A, see DA Pam 25–403 for guidance.

## **Chapter 2**

### **Responsibilities**

#### **2–1. Assistant Secretary of the Army (Acquisition, Logistics and Technology)**

The ASA (ALT) will—

- a.* Provide executive oversight of Army participation in the DoD DEMIL and TSC Program.
- b.* Provide oversight and guidance to program executive officers (PEOs), direct reporting project managers, and materiel developers (MATDEVs) to—
  - (1) Ensure procurement contracts for munitions list items (MLIs) and/or commerce control list items (CCLIs) contains the DEMIL clause provided in appendix C.
  - (2) Submit DEMIL and/or disposal plans when required, prepared in accordance with the guidelines in chapter 4 to the DoD DEMIL MATDEV in a timely manner.
  - (3) Ensure qualified Government personnel assign or approve the accuracy of contractor assigned DEMIL codes in accordance with paragraph 3–7*a* before the code is entered in the Federal Logistics Information System (FLIS).
  - (4) Ensure approved DEMIL codes are assigned to every item that the program acquires or develops; including those items not assigned a national stock number (NSN).
  - (5) Appoint a procurement contracting officer that will ensure contractors provide copies of all Department of the Army (DA) Form 7579 (Demilitarization Certification and Verification Certificate) for excess contractor property prior to final contract payment and contracts contain a specific penalty for contract failure.
- c.* Ensure that contractors that are producing MLIs and/or CCLIs will—
  - (1) Conduct DEMIL and TSC, in accordance with the contract’s DEMIL clause consisting of appendix C and guidance in chapter 3. This DEMIL clause is included in all procurement contracts for MLI and/or CCLI.
  - (2) Demilitarize and apply TSC on all contracts excess property, as dictated by the Government assigned DEMIL code and its corresponding definition and guidance in chapter 3.
  - (3) Contact the procuring contracting officer for declassification, safety, and DEMIL instructions for contract excess property with an assigned DEMIL code of “P,” “F,” or “G.”
  - (4) Demilitarize all associated excess technical data.
  - (5) Access the assigned DEMIL codes and their definitions by way of the internet in accordance with paragraph C–8.

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

The CNGB will ensure subordinate Army activities performing DEMIL establish, maintain, and follow a comprehensive standard operating procedure (SOP) for DEMIL in accordance with the guidance in appendix B.

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

The DCS, G-4 provides advice to the Chief of Staff of the Army and the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) on the development of policies and acts as the staff proponent for Army participation in the DoD DEMIL and TSC Program.

## **2-4. Chief, Army Reserve**

The CAR will ensure subordinate U.S. Army Reserve activities performing DEMIL establish, maintain, and follow a comprehensive (SOP) for DEMIL in accordance with the guidance in appendix B.

## **2-5. Commanding General, U.S. Army Materiel Command**

The CG, AMC will—

- a.* Appoint an AMC responsible official for small arms logistics, DEMIL, and TSC.
- b.* Ensure AMC-wide compliance with all provisions of existing laws and regulations concerning DEMIL and TSC.
- c.* Prepare appropriate updates to this regulation for the DCS, G-4, to reflect policy guidance prescribed by the DA and the DoD.
- d.* Establish, as required and authorized by the DoD, special defense property disposal accounts for ammunition and explosives (AE), classified material, inert material, or any item requiring declassification, and/or DEMIL or reclamation prior to physical and accountability transfer to a disposal activity.
- e.* 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 DEMIL and TSC Program.
- f.* Provide technical assistance to the Defense Logistics Agency (DLA) in maintaining the DoDM 4160.28, Volumes 1, 2, and 3.
- g.* Prepare appropriate updates to Army-unique regulations and DEMIL clauses, including ones for Army-administered procurement and/or acquisition contracts for the DCS, G-4 as needed.
- h.* Jointly adjudicate DEMIL code non-concurrences with the DoD DEMIL MATDEV or designated representative.
- i.* Support Life Cycle Management Command (LCMC) DEMIL coordinators (DCs) in the performance of their duties.
- j.* Ensure Army Sustainment Command, logistics readiness centers, Army service component commands (ASCCs), and direct reporting units (DRUs) performing DEMIL establish, maintain, and follow a comprehensive SOP for DEMIL, in accordance with the guidance in appendix B.
- k.* Appoint LCMCs DCs. As DCs they will—
  - (1) Keep subordinate and internal activities current with Army DEMIL and TSC policy and procedures by disseminating information as it becomes available.
  - (2) Maintain a list of qualified personnel in compliance with DoDM 4160.28, Volume 1, DEMIL training requirements.
  - (3) Notify those personnel not in compliance with the mandated DEMIL training requirements and take steps to initiate the required training.
  - (4) Ensure procurement contracts for MLI and/or CCLI contain the DEMIL clause provided in appendix C.
  - (5) Establish controls to ensure pertinent personnel receive the required training regarding current DEMIL policy and procedures.
  - (6) Act as the DEMIL code challenge point of contact for their LCMC.
  - (7) Ensure qualified personnel assign or approve the accuracy of contractor assigned DEMIL codes, in accordance with paragraph 3-7a before the codes are entered in the FLIS.
  - (8) Establish and maintain a record of personnel qualified to assign or verify the accuracy of DEMIL codes.
  - (9) Ensure qualified personnel review and correct inaccurate contractorassigned DEMIL codes before the codes are recorded in the FLIS.
  - (10) Ensure DEMIL code challenges are answered within 55 days with adequate justification for the DEMIL code selected.
  - (11) Ensure adequate DEMIL code "F" instructions are developed and placed on the Demilitarization Code Management System (DCMS) website in a timely manner.

(12) Ensure adequate DEMIL instructions for display equipment are developed and provide a copy to the Tank-automotive and Armaments Command (TACOM) donations office, when required.

(13) Ensure adequate total DEMIL instructions are developed by the MATDEV, equipment specialist, or engineer, when required.

(14) Perform oversight for security-classified items. Reutilization, declassification, and DEMIL must occur and be accurately recorded prior to the physical and accountability transfer of security-classified items to disposal activity.

(15) Ensure LCMC programs funds are used for Defense Demilitarization program course (DDPC) training requirements.

(16) Ensure their LCMC makes routine changes to DEMIL and controlled item inventory codes (CIICs) through the DCMS website, in accordance with paragraph 3–9.

(17) Be knowledgeable in all facets of disposal and/or transfer, including DEMIL coding and DEMIL requirements for materiel managed by their LCMC.

*l. Commander, TACOM LCMC will—*

(1) Appoint a DC for the LCMC. The DC will be physically located at the respective LCMC and will perform the duties outlined in paragraph 3–5.

(2) Appoint a responsible official for the DA Donations Program for static displays, monuments, and ceremonial rifles who will—

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

(b) Track Army equipment loaned or donated and ensure complete DEMIL is accomplished when the item is no longer needed.

(c) Manage the DA Donations Program as outlined in chapter 4.

*m. Commanders of field or sustainment units and/or activities will—*

(1) Ensure no one compromises personnel safety during the performance of DEMIL.

(2) Establish and maintain a comprehensive SOP for DEMIL, in accordance with the guidance in appendix B.

(3) Not condone unauthorized DEMIL in accordance with appendix B.

(4) Maintain DEMIL certificates as prescribed in appendix B.

(5) Ensure personnel performing DEMIL understand and follow the guidance provided in their unit SOP and appendix B.

*n. LCMC item managers will—*

(1) Answer or identify qualified personnel to answer DEMIL code challenges in a timely manner.

(2) Consider reutilization of excess property prior to directing disposal and/or DEMIL.

(3) Ensure DEMIL code “F” instructions identify the Army’s required DEMIL and/or disposal responsibilities prior to accountability transfer to a disposal activity and post those instructions on the DEMIL code “F” website.

(4) Program for and submit annual funding requirements involving preparing excess property for disposal and/or DEMIL to the LCMC’s appropriate funding office for consolidation and submittal to DA. As necessary, annual cost for the Army to actually perform DEMIL of excess property will also be submitted to the LCMC’s appropriate funding office.

*o. The procuring contracting officer (PCO) will ensure the following paragraphs 1 through 5 statement are listed in the contract: Contractors producing munitions list items and/or commerce control list items will—*

(1) Conduct DEMIL and TSC in accordance with the contract’s DEMIL clause consisting of appendix C and guidance in chapter 3. This DEMIL clause is included in all procurement contracts for MLI and/or CCLI.

(2) Demilitarize and apply TSC on all contracts excess property as dictated by the Government assigned DEMIL code and its corresponding definition and guidance in chapter 3.

(3) Contact the PCO for declassification, safety, and DEMIL instructions for contract excess property with an assigned DEMIL code of “P,” “F,” or “G.”

(4) Demilitarize all associated excess technical data.

(5) Access the assigned DEMIL codes and their definitions via the Internet in accordance with paragraph C–8.

## **Chapter 3**

### **Army Demilitarization Policy**

#### **3–1. General demilitarization policy guidelines**

*a. Public safety will be given the utmost consideration. Whenever possible, the Army will reutilize, sell, or exchange non-excess property to provide maximum value returned to the Army. Property that is declared excess to the Army should fulfill Army Foreign Military Sales (FMS) requirements, if any, or be turned in to DLA Disposition*



Services to perform proper reutilization, sales or DEMIL as required. DLA Disposition Service is uniquely suited to perform DEMIL activities to mitigate risk to national security and maintains sales authority for non-DEMIL required excess property. MATDEV in accordance with AR 700–127 and in coordination with the LCMC will determine if DLA Disposition Service is the appropriate/acceptable entity for disposal and DEMIL of Army excess property.

b. Item managers will manage property to control the transfer of technology, goods, services, and MLI and/or CCLI consistent with U.S. National security and foreign policy objectives. Transfers of advanced technology, manufacturing, and design know-how of goods, services, 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. The TACOM LCMC civilian marksmanship MATDEV will ensure excess property, including surplus and foreign excess personal property, military assistance property, and grant aid property returned to the Army's control, is disposed of, in accordance with this regulation and DoDM 4160.28, Volumes 1, 2, and 3.

d. Contractors will dispose of excess property in their possession, in accordance with the contract DEMIL clause (see app C), the Federal Acquisition Regulation (FAR), Subpart 45.6, and DoDM 4160.28, Volumes 1, 2, and 3. Included are all commodities controlled for reasons of National security, foreign policy, and nuclear and/or chemical weapons proliferation.

e. The Joint Conventional Ammunition Policies and Procedures (JCAPPS) for the Single Manager for Conventional Ammunition (SMCA) are provided at the following <https://www.dau.edu/cop/ammo/dau%20sponsored%20documents/joint%20conventional%20ammunition%20policies%20and%20procedures%20october%202017.pdf>.

### **3–2. 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 DoDM 4160.28, Volumes 1, 2, and 3, will not be sold through any recycle program. Firing range-expended brass and mixed metals gleaned from firing range cleanup will only be sold through a qualified recycle program (see DoDI 4715.23) for the definition of qualified recycle program excluded materials).

### **3–3. Demilitarization Resource Recovery and Recycling Reinvestment Program (Demilitarization R3 Reinvestment Program)**

Title 10, United States Code, Section 7690 (10 USC 7690) authorizes the recovery and sale of scrap recovered from conventional ammunition DEMIL operations. The Army will reinvest proceeds from scrap sales into the DEMIL R3 Reinvestment Program. The Secretary of the Army has delegated responsibility for implementation of 10 USC 7690 to the PEO for ammunition as the SMCA executor. Within the program executive office for ammunition, PM DEMIL has the full-line authority for Conventional Ammunition DEMIL, which includes DEMIL of tactical missiles and large rocket motors.

a. The intent of the DEMIL R3 Reinvestment Program is to—

(1) Reinvest proceeds generated from the sale of salvaged materials (including bulk energetics and other chemical compounds) from the ammunition and/or missile DEMIL process.

(2) Incentivize installations to participate in the DEMIL R3 Reinvestment Program.

(3) Reduce the DEMIL burden and offset the rising costs of DEMIL.

b. The DEMIL R3 Reinvestment Program applies only to resource, recovery, and recycling products resulting from DEMIL operations directly funded by PM DEMIL Research Development Test and Evaluation and Procurement of Ammunition, Army Appropriations. Participating installations will—

(1) Comply with all safety and environmental laws and regulations pertaining to the preparation of salvageable material for sale, such as the Resource Conservation and Recovery Act (42 USC 6901) and the regulations implementing that Act. With respect to the European installations, comply with all safety, health, and environmental regulations, in accordance with North Atlantic Treaty Organization Support Agency guidelines and appropriate laws of host nations.

(2) Competitively solicit sales in accordance with Federal procurement laws and regulations.

(3) Develop and execute a sales strategy based on a fact-based analysis.

c. Proceeds from the DEMIL R3 Reinvestment Program.

(1) Proceeds will be provided to PM DEMIL for deposit into the R3 Reinvestment Account. Funds will be available for obligation and/or execution for the fiscal year during which the funds are received and for the 3 subsequent years.

(2) R3 Reinvestment Program proceeds are split with 60 percent allocated to PM DEMIL and 40 percent allocated to the individual installation. The proceeds can be used for additional DEMIL, minor facility and depot infrastructure upgrades, and R3 Reinvestment Program process improvements, in accordance with AR 700–28.

(a) An example of appropriate handling costs would include activity based costing of salaries for personnel engaged in soliciting and evaluating contracts for the sale of salvageable munitions materials. Claims are to be made against the R3 Reinvestment Account as a result of deposits received from the sales.

(b) In cases where participating installations have commercial contracts to execute these sales, any fees payable to the contractor for their services will be paid to the contractor prior to obtaining and depositing the proceeds from the sale.

(3) In order to support the collection, distribution, and execution of R3 proceeds, cash collection accounts will be established annually for PM DEMIL through the accounting system located at Picatinny Arsenal, New Jersey.

(4) Collection, distribution, and execution of R3 proceeds will be in accordance with DoD 7000.14-R.

d. Checks received by PM DEMIL will be turned over to the (SFAS-AMO-JF) located at Picatinny Arsenal with PM DEMIL preparing a request for deposit citing project director (PD) joint services (JS) cost center, names, and phone numbers of the technical and financial points of contact, and current sales order.

(1) Checks will be made payable to Department of the Army and sent to PD JS, Business Management Division, Building 1 Annex, Picatinny Arsenal, NJ 07806-5000.

(2) A withdrawal can be made at any time.

(3) Participating installation requests for withdrawals will be sent to PM DEMIL and will consist of description of need, cost estimate, and schedule.

(4) Proposed efforts will support R3 and be consistent with the DEMIL Enterprise Strategic Plan and annual execution plans for Conventional Ammunition DEMIL, Missile DEMIL, ammunition peculiar equipment, and DEMIL Research and Development.

(5) Upon PM DEMIL approval, funds will be issued to the installation for the purposes described and approved.

e. On behalf of PM DEMIL, the PD JS (SFAE-AMO-JF) will maintain detailed accounting records of funds received and executed (deposits and withdrawals by installations) within the available obligation years as directed by law for audit purposes—

(1) Participating installations will maintain their own contract sales records.

(2) Financial and contract records will be retained in accordance with FAR, Part 4.

f. Program participants—

(1) The following installations are authorized to participate in the DEMIL R3 Reinvestment Program:

(a) Anniston Army Depot, AL.

(b) Blue Grass Army Depot, KY.

(c) Crane Army Ammunition Activity, IN.

(d) Hawthorne Army Depot, NV.

(e) Iowa Army Ammunition Plant, IA.

(f) Letterkenny Army Depot, PA.

(g) McAlester Army Ammunition Plant, OK.

(h) Milan Army Ammunition Plant, TN.

(i) Pine Bluff Arsenal, AR.

(j) Red River Army Depot, TX.

(k) Tooele Army Depot, UT.

(l) Grafenwoehr, GE.

(m) Kaiserslautern, GE.

(n) Fort Shafter, HI.

(2) PM DEMIL is the approval authority for the addition of new installation participants. The garrison commander sends requests for participation to PM DEMIL. Requests will consist of installation name, DEMIL capability, and rationale for participation in the DEMIL R3 Reinvestment Program.

### **3-4. Demilitarization and disposal plans**

a. During the design process, hazardous materials contained in systems will be documented to support the system's DEMIL and safe disposal. DEMIL and disposal plans will be developed, in accordance with the guidelines in chapter 4. These plans will be submitted to the Department of Defense demilitarization program manager (DDPM), allowing sufficient time for review and approval prior to the developmental test and evaluation milestone. The plan will contain sufficient information to allow DEMIL and disposal, in accordance with DoDM 4160.28, Volumes 1, 2, and 3 and to minimize Army liability relating to all legal and regulatory requirements regarding safety, security, health, and the environment.

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

c. The DoD Demilitarization Life cycle Planning Center (DLPC) offers DEMIL and/or disposal plan development under fee for service contracts.

### **3-5. Personnel and training**

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

b. The Weapons Product Support Integration Directorate director within the integrated logistics support center (ILSC) at the TACOM LCMC will exercise care in the assignment of DCs. DCs 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, the DC will portray an image of excellence to the public.

c. The following is a list of coordinator addresses for Army activities with assigned DEMIL MATDEV or coordinators:

(1) The DCS, G-4 (Major End Items Division), DEMIL Materiel Developer (DALO-SPE), 500 Army Pentagon, Washington, DC 20310-0500.

(2) U.S. Army Materiel Command (AMCOPS-SLA), Demilitarization Materiel Developer, 4400 Martin Road, Redstone Arsenal AL 35898-5000.

(3) U.S. Army TACOM (AMSTA-LCW-SLS), M/S: 419, 6501 E. 11 Mile Road, Warren, MI 48397-5000.

(4) U.S. Army Joint Munitions Command (AMSJM-PSM), Demilitarization Coordinator, 1 Rock Island Arsenal, Building 350, Rock Island, IL 61299-6000.

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

(6) U.S. Army Communications and Electronics Command (AMSEL-LCL-S-II), Demilitarization Coordinator, Building 6006 Combat Drive, Aberdeen Proving Ground, MD 21005-5424.

(7) U.S. Army Research, Development and Engineering Command, ECBC Directorate of Program Integration, (RDCB-DPC-RE), Demilitarization Coordinator, E5183 Blackhawk Road, Aberdeen Proving Ground, MD 21010-5424.

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

d. The DoD DEMIL and TSC Program Office maintain the DoD DEMIL Training Program. The DDPC is mandatory for all Army personnel responsible for the management, administration, and/or oversight of any aspect of the DEMIL 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. The ILSC Training Office at the TACOM LCMC controls and schedules all appropriate personnel to receive the requisite training regarding current DEMIL policy and procedures. The DDPC is included in the curriculum of the DLPC at the Naval Underwater Systems Center, Newport, RI.

e. The ILSC Training Office must program funding for the DDPC requirement and all class allocations satisfied for each class scheduled. To minimize resource impacts, LCMC activities hold on-site classes. The hosting LCMC funds class attendees. Training is also available at <https://www.dla.mil/working-with-dla/federal-and-international-cataloging/demil-coding/demil-training/>.

### **3-6. Personnel qualifications**

Personnel 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. Individuals who have not successfully completed the DDPC are not technically qualified to assign accurate DEMIL codes. To maintain qualifications, personnel assigning or reviewing DEMIL codes must take an annual refresher course as outlined in DoDM 4160.28, Volume 1.

### **3-7. Accuracy of demilitarization code assignments**

a. Emphasis must be placed on the accurate assignment of DEMIL codes throughout the property's life cycle. The DC, item managers, equipment specialists, and the DoD DEMIL Coding Management Office review DEMIL codes for accuracy prior to recording them in the FLIS (see table 3-1 for a question-and-answer scenario that aids in assigning accurate DEMIL codes). When assigning or reviewing DEMIL codes, follow the decision tool logic sequentially until an accurate DEMIL code is assigned (see table 3-1).

**Table 3–1**  
**Demilitarization code assignment decision tool**

Note: Items that do not contain constituents (ingredients, elements, parts, or components) that will cause environmental or personnel safety concerns during the physical performance of DEMIL, 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 DEMIL and prepare the DEMIL code “F” instructions.

1. Is this a security classified item?

Yes—assign DEMIL code “P.”	No—go to question 2.
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2. All unclassified and classified live AE will be assigned a DEMIL code “G.” Is the item unclassified live AE?

Yes—assign DEMIL code “G.”	No—go to question 3.
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3. All “common hardware” (for example, nuts, bolts, screws, and brackets) not designed, configured, modified, or manufactured for military use will be assigned DEMIL code “A.” Is the item identified in this paragraph?  
Items not specifically designed, modified, or configured for military use, are identical in design, structure, composition, and utility to an equivalent item in the commercial market, and does not 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 (CFR), assign DEMIL code “Q.” Is the item identified in this paragraph?

Yes—assign DEMIL code “A.” or “Q.”	No—go to question 4.
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4. All wiring, cable harnesses, and wiring assemblies designed, configured, modified, or manufactured for military use will be assigned a DEMIL code “B” (except when used in nuclear triggering devices). Is the item identified in this paragraph?

Yes—assign DEMIL code “B” as appropriate.	No—go to question 5.
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5. Use the DoDM 4160.28, Volume 2 (categories I through XXI) to assign the remaining DEMIL codes. Select the pertinent category (I through XXI) associated with the item being coded. Search all paragraphs sequentially within the selected category for item nomenclatures or system characteristics. The item’s DEMIL code is identified and provided as “B,” “C,” “D,” “E,” “F,” or assign the DEMIL code provided.

Yes—assign DEMIL code “C, D, E, or F.”

Notes:

1 After assigning an accurate DEMIL code, a CIIC must be selected and assigned to the item. A DEMIL code and CIIC compatibility matrix are provided in table 3–2.

2 Table 3–3 contains current authorized DEMIL codes and their definitions in accordance with DoDM 4160.28, Volume 2. No other codes are authorized.

*b.* See table 3–2 for DEMIL code, CIIC, item category code (ICC), reportable item control codes (RICCs), and special control item (code)(SCIC) compatibility matrix.

**Table 3–2**  
**Demilitarization code, control inventory item code, item category code, reportable item control code, and special control item code compatibility matrix**

DEMIL	CIIC	ICC	RIIC	SCIC
P	A,B,C,D,E,F,G,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	4, 9, I, J, M,N, O, P, R, U, V, W, X Y, 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

**Table 3–2****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
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
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	Not applicable
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
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

Note:

<sup>1</sup> Arms items with CIIC of 5, 6, or 8 will have a DEMIL code of "P."<sup>2</sup> Security-classified and unclassified AE 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 DoDM 4160.28, Volume 2 (categories I through XXI).

**Table 3–3**  
**Demilitarization code definitions**

Code	Explanation
G	U.S. munitions lists (USML) Items—DEMIL required AE. This code applies to both unclassified and classified AE items. U.S. munitions.
P	USML items—DEMIL required. Security classified Items.
F	USML items—DEMIL required. Item managers, equipment specialists, or product specialist will furnish special DEMIL instructions.
C	USML items—DEMIL required. Demilitarize installed key point(s) as DEMIL code “D.”
D	USML items—DEMIL required. Destroy items and components to prevent restoration or repair to a usable condition.
E	DoD DEMIL Program Office reserves this code for their exclusive-use only. DEMIL instruction will be furnished by the DoD DEMIL Program Office.
B	USML items—mutilation (MUT) to the point of scrap required worldwide. DLA Disposition Services will store for reutilization and mutilate those items declared by the DoD as having no foreseeable DoD reutilization value.
Q	CCLI—MUT to the point of scrap required outside of the United States. In the United States, MUT requirement is determined by the DEMIL integrity code (see enclosure 4 for a description of DEMIL ICs) and MUT is required when the DEMIL integrity code is “3.” TSC are required in the United States.
A	Non-USML and/or non-CCLI no DEMIL or TSC required. Department of Commerce may impose licensing requirements to certain destinations.

**Table 3–4**  
**Demilitarization, no demilitarization, trade security controls, and/or DLA Form 1822 matrix**

	DEMIL code	DEMIL required	No DEMIL required	TSC required
on-MLI and/or or non-CCLI	Commercial		X	
LI and/or non-significant military equipment (SME)		X	X	DLA Form 1822 (End-Use Certificate)
LI and/or SME		X		DLA Form 1822
LI and/or SME		X		DLA Form 1822
LI and/or non-SME		X		DLA Form 1822
LI and/or SME		X		DLA Form 1822
LI and/or SME		X		DLA Form 1822
LI and/or SME		X		DLA Form 1822
Export administration regulation and/or CCLI	Dual use Commercial		X	DLA Form 1822

*d.* A cataloging request for 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.

### **3–8. Demilitarization code challenges**

*a.* The DLA Disposition Service’s Demilitarization Code Management Office (DCMO) administers the DEMIL code challenge program for the DDPM.

*b.* The DCMO generates an Army DEMIL code challenge for suspected inaccurate DEMIL codes identified during property disposal or periodic DEMIL code reviews.

*c.* The DC, item managers, and equipment specialists must answer DEMIL code challenges 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 AMC DEMIL Code Management System within the U.S. Army TACOM, TACOM Unique Logistics Support Applications (TULSA) website at

<https://tulsa.tacom.army.mil/index.cfm>. The website displays the age of each challenge and automatically notifies LCMC item managers by way of email when the (DoD DCMO) posts new challenges.

*e.* Qualified individuals answer challenges posted on the AMC DCMS website as soon as possible, not to exceed 55 days, to maximize customer satisfaction and reduce potentially unnecessary storage costs.

*f.* The TACOM unique logistics support applications information technology staff at the TACOM LCMC oversees the interactive DCMS website and relating bridging to standard management information systems like the Logistics Modernization Program database. Therefore, when qualified individuals answer challenges by way of the website, the DEMIL and CIIC changes are automatically made to all pertinent Army and DoD databases. The website also records and displays data entry elements to facilitate coordination between the DLA cataloger and LCMC personnel that assist to ensure all DEMIL code changes occur in pertinent databases.

*g.* The DCMS website maintains a historical record of all transactions.

### **3–9. Routine maintenance of demilitarization codes**

*a.* The DC, item managers, and equipment specialists initiate routine changes to DEMIL and CIICs through the AMC DCMS website at <https://tulsa.tacom.army.mil/index.cfm>. This is accomplished through the DCMS website’s “Change DEMIL or CIIC through routine maintenance” feature.

*b.* When routine changes to DEMIL and CIICs are made by way of the DCMS website, all pertinent Logistics Modernization Program databases are automatically updated in approximately 30 to 90 days.

## **Chapter 4**

### **Donation of Army-Managed Equipment**

This chapter covers partial DEMIL of Army-owned equipment donated for static display, ceremonial, or historical purposes as required by 10 USC 2572 and AR 700–131.

#### **4–1. Donations**

*a.* All Army materiel donated under this program is partially demilitarized (limited DEMIL) 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.* The DLA Disposition Services, Army depots, and units capable and certified to perform DEMIL related activities perform minimum DEMIL in accordance with AR 700–131 of such items to render the items unserviceable in the interest of public safety. These instructions preserve the intrinsic, historical, and display value of the property.

*c.* Donations under this section will be conducted on a conditional basis. See AR 700–131 and DoDM 4160.21–V1.

*d.* The TACOM is the AMC responsible official for donations and their mailing address is Commander, TACOM, 6501 East 11 Mile Road, (AMSTA–LCL–IWD), Warren, MI 48397–5000.

#### **4–2. Limited demilitarization procedures**

*a.* The LCMCs generate specific limited DEMIL instructions for specific equipment for display purposes. These instructions render equipment unusable for its intended purpose while retaining the historic significance of the item.

*b.* ACOMs, ASCCs, and/or DRUs 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 Disposition Service and retains copies of these approvals in the donation’s central records repository.

*c.* The Center of Military History (Army) maintains certificates documenting limited DEMIL for all historical weapons in their possession.

*d.* Activities performing local DEMIL in accordance with AR 710–2 will not use limited DEMIL procedures.

## **Chapter 5**

### **Demilitarization and Disposal Plan**

#### **Section I**

#### **Objectives**

##### **5–1. General**

*a.* This chapter provides the DA guidelines for the overall format and minimum content of DEMIL and disposal plans to assist in DEMIL and disposal plan preparation as required by DoDM 4160.28, Volume 1, Paragraph 5.3. It is further designed to provide the Army acquisition MATDEV with DoD DEMIL and disposal guidelines and a

recommended format for preparing the documentation required to meet DoD DEMIL and disposal policy included in DoDM 4160.28, Volume 1.

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

*c.* These guidelines are provided in general and specific sections of this chapter. Paragraph 5–3 contains general guidelines that address a high-level systems overview of a DEMIL and disposal plan, while the specific guidelines in paragraph 5–4 define a required content and format for each part of a DEMIL and disposal plan. A DEMIL and disposal plan is intended to provide a DEMIL activity, regardless of item familiarity, with adequate instructions, procedures, and guidance to accomplish the safe, environmentally acceptable DEMIL and disposal of any item.

*d.* A DEMIL and disposal plan is required prior to the operational test and evaluation 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 DEMIL and disposal plan should be generated for all defense acquisition programs prior to development testing and evaluation and before release to a nonmilitary 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, and/or Air Force requirement for all ammunition programs to have a DEMIL and disposal plan prior to operational test and evaluation. In accordance with paragraph 5–1. Should during the design process, Army acquisition MATDEV will document hazardous materials contained in the system, and will estimate and plan for the system’s DEMIL and safe disposal.

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

*g.* Completed plans will follow the format prescribed below and be 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 DoD DEMIL and TSC Program Office for approval.

*h.* Approved plans will be entered by the DLPC to the DoD DEMIL and TSC Program website at <https://www.dla.mil/working-with-dla/federal-and-international-cataloging/demil-coding/>.

## **5–2. Approach**

DEMIL and disposal plans should be developed with a “top down” approach. In most cases, the system being addressed in the DEMIL and disposal plan will be made up of several subassemblies, each of which may also require unique DEMIL 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 DEMIL of the item and/or its components as required.
- e.* The safety requirements related to the item and to the DEMIL processes for the item.
- f.* The environmental considerations and/or liabilities associated with the disassembly and/or DEMIL processes.

## **5–3. 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 DEMIL and disposal. The guidelines listed below are provided to support meeting DEMIL 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 DEMIL and disposal plan using the format provided in paragraph 5–4 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 DEMIL and disposal of the system and/or item, including assemblies, subassemblies, and components.



b. Thoroughly address environment, safety, and occupational health (ESOH) considerations in the development of the DEMIL and disposal plan. The plan is intended to address the DEMIL and/or disposition of operational and/or repairable items. No attempt should be made to adapt or use DEMIL 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 nonexplosive) or explosive ordnance disposal (in case of explosive) teams who should develop their own particular treatment procedures. Where DEMIL of an item would create an unsafe environmental hazard, the matter should be referred in accordance with established procedures to the DoD DEMIL Program Office.

(1) Ensure that DEMIL 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 DEMIL and disposal.

(2) Ensure DEMIL and disposal requirements are fully considered in the programmatic ESOH evaluation required by DoDM 4160.28, Volume 1, Chapter 5–2.

(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 DEMIL options of open burning (OB) and open demolition (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 DEMIL and disposal plan other than as an alternative.

c. Provide the location, source, points of contact, for information such as identification and/or configuration databases, maintenance documentation, basic technical documentation, and so on. In many cases, the DEMIL 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 DEMIL and disposal personnel will have no familiarity with the item and the DEMIL and disposal plan may be the only documentation available to them.

d. The DEMIL and disposal plan should provide both preferred and alternative methods for DEMIL and disposal of ammunition, explosives, and dangerous articles (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 DEMIL method chosen. Information on existing and emerging DEMIL and disposal alternatives for families of munitions are maintained by the Joint Ordnance Commanders Group at the Munitions Items Disposition Action System website <https://www.dactces.org/>.

e. Identify all the pieces and/or parts of the item as completely as possible by part number, NSN, manufacturer, nomenclature, and drawing number. 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 DEMIL and disposal plan is consistent with DEMIL 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 (TOCs) estimates).

g. Legacy programs will 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 DEMIL and disposal plans) to satisfy portions of plan requirements is encouraged. However, a means for the DEMIL 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 DEMIL procedures are included or referenced for each item requiring DEMIL.

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

k. Ensure DEMIL 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 DEMIL 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, nonrepairable items and/or components, and any other program materiel.

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

(1) Identify and apply applicable DEMIL 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 byproducts.

*n.* Ensure program office personnel responsible for preparing the DEMIL and disposal plan and other personnel with specific DEMIL and disposal responsibilities are trained in materiel management and DEMIL and disposal. At a minimum, personnel should attend the DoD DEMIL Life Cycle Planning Course and DoD DEMIL Program Courses available at the DoD DLPC (information regarding DEMIL training is available at <https://www.dla.mil/working-with-dla/federal-and-international-cataloging/demil-coding/demil-training/>).

## Section II

### Guidelines and Content

#### 5–4. 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 DEMIL 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: DEMIL and disposal plan for (system and/or item name).

#### 5–5. Background and/or purpose

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

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

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

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

(5) The programmatic ESOH evaluation summarizes how DEMIL and disposal is addressed in the ESOH documentation.

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

*c. Objective.* This section introduces the processes, procedures, and equipment necessary to accomplish the safe and environmentally acceptable DEMIL 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 DEMIL and disposal process, such as shipping, transportation, incinerator operations, and washout procedures. Where applicable or possible, identify other DEMIL and disposal plans for covered subassemblies of the item.

#### 5–6. 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 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 DEMIL 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, and washout operations. Also, DEMIL and disposal of subassemblies covered in other plans.

## 5-7. References

This section should list all pertinent references that apply to the content of the program DEMIL 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, for information such as identification and/or configuration databases, maintenance documentation, and basic technical documentation. The development and use of electronic capabilities, such as, electronic commerce and/or electronic data interchange is encouraged throughout all aspects of the DEMIL and disposal process.

## 5-8. 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 DEMIL context, such as, terminology for decontamination, DEMIL, DEMIL furnace, energetic material, inert material, hypergolic propellant, and scrap.

## 5-9. Demilitarization considerations

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

## 5-10. 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, and voltage levels.  
*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, 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.

## 5-11. 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 DEMIL and disposal operations. List all hazardous materials in the item, such as

triton, 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 DEMIL process being used and identify those safety requirements directly related to any alternative DEMIL.

*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 DEMIL and disposal process.

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

(2) *Specific.* Identify the specific impact of all identified DEMIL 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, and other empirical techniques.

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

(b) *Waste streams.* Identify the waste streams produced by the preferred DEMIL 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 DEMIL and disposal of the items addressed by the plan, identifying the preferred method. If a contractor develops the DEMIL and disposal plan, the Government will provide information on available technology and equipment capability to the contractor. The contractor will use this data in developing the DEMIL and disposal plan. Give a summary of the DEMIL options available for each item requiring DEMIL; such as, incineration, mutilation of inert hardware by shredding or crushing, neutralization, hydrolysis, or plasma arc destruction. *Note:* Alternatives are not required if the DEMIL and disposal process is based on disassembly.

## 5–12. 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 DEMIL disposal procedure should be listed.

*b. Demilitarization procedures.* This section is to provide detailed, step-by-step procedures for the DEMIL 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 DEMIL 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 DEMIL 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 DEMIL disposal procedure should be identified.

(2) *Demilitarization procedures.* This section is to provide detailed, step-by-step procedures for the DEMIL 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 DEMIL 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.

### **5–13. 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), including the DEMIL code for each.

### **5–14. 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 DEMIL and disposal process. Satisfactory completion of the validation test will be required prior to approval of the DEMIL and disposal plan.

### **5–15. Appendixes**

These appendixes apply to AEDA and items considered classified for National Security reasons and will provide detailed discussions of possible DEMIL and/or declassification methods and qualifications for the preferred choice for each AEDA and classified item. Include a brief summary discussion as to alternative DEMIL 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 DEMIL 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 2–5l(2)(a).)

###### **AR 710–1**

Centralized Inventory Management of the Army Supply System (Cited in para 2–5l(2)(a).)

###### **AR 710–2**

Supply Policy Below the National Level (Cited in para 4–2d.)

###### **DoDI 4160.28**

DOD Demilitarization (DEMIL) Program (Cited in para 1–1.)

###### **DoDM 4160.28, Volume 1**

Defense Demilitarization: Program Administration (Available at <https://www.esd.whs.mil/>.) (Cited in para 1–1.)

###### **DoDM 4160.28, Volume 2**

Defense Demilitarization: Demilitarization Coding (Available at <https://www.esd.whs.mil/>.) (Cited in para 1–1.)

###### **DoDM 4160.28, Volume 3**

Defense Demilitarization: Procedural Guidance (Available at <https://www.esd.whs.mil/>.) (Cited in para 1–1.)

#### **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. DoD publications are available at the website <https://www.esd.whs.mil/dd/>.

###### **AR 11–2**

Managers' Internal Control Program

###### **AR 25–30**

Army Publishing Program

###### **AR 385–10**

The Army Safety Program

###### **ATP 5–19**

Risk Management

###### **DA Pam 385–10**

Army Safety Program

###### **DFARS 245.6**

Reporting, Reutilization, and Disposal. (Available at <https://www.acq.osd.mil/dpap/dars/index.html>.)

###### **DFARS 245.604**

Disposal of Surplus Property (Available at <https://www.acq.osd.mil/dpap/dars/index.html>.)

###### **DoDD 5000.01**

The Defense Acquisition System

###### **DoDI 2030.08**

Implementation of Trade Security Controls (TSCs) for Transfers of DoD Personal Property to Parties Outside DoD Control

###### **DoDI 4140.62**

Material Potentially Presenting an Explosive Hazard (MPPEH)

**DoDI 4715.23**

Integrated Recycling and Solid Waste Management

**DoDI 5160.68**

Single Manager for Conventional Ammunition (SMCA): Responsibilities of the SMCA, the Military Services, and United States Special Operations Command (USSOCOM)

**DoDM 4160.21, Volume 1**

Defense Materiel Disposition: Disposal Guidance and Procedures (Available at <https://www.esd.whs.mil/>.)

**FAR 16.501–2**

General (Available at <https://www.acquisition.gov/far/>.)

**FAR 45.6**

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

**15 CFR 730–774**

Commerce and Foreign Trade: Bureau of Industry and Security, Department of Commerce (Available at <https://www.ecfr.gov/>.)

**10 USC 2572**

Documents, Historical Artifacts, and Condemned or Obsolete Combat Materiel: Loan, Gift, or Exchange (Available at <https://www.govinfo.gov/>.)

**10 USC 7690**

Recyclable munitions materials: sale; use of proceeds (Available at <https://www.govinfo.gov/>.)

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

Unless otherwise indicated, the following DA Forms are available on the APD website (<https://armypubs.army.mil/>).

**DA Form 7578**

Unit Demilitarization Certification and Verification Certificate (Prescribed in para B–11*d*.)

**DA Form 7579**

Demilitarization Certification and Verification Certificate (Prescribed in para 2–1*b*(5).)

**Section IV****Referenced Forms**

Except where otherwise indicated below, the following DA Forms are available on the APD website (<https://armypubs.army.mil/>); DD Forms are available on the OSD website (<https://esd.whs.mil/directives/forms>).

**DA Form 11–2**

Internal Control Evaluation Certification

**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.dla.mil/>.)

## **Appendix B**

### **Demilitarization and Disposal Standard Operating Procedure Guidance**

#### **B-1. Discussion**

*a.* Currently DLA Disposition Services capabilities do not complete all DEMIL actions so some DEMIL and DEMIL preparation must still be performed by depots, national maintenance points, and occasionally by field and sustainment units. Army personnel directing excess property disposal, performing DEMIL and those conducting DEMIL oversight will adhere to the guidance provided in this appendix.

*b.* This appendix provides guidance and requirements for Army organizations performing DEMIL. The information provided gives organizations the essential information needed to compile organizational SOPs for their unique missions. All field, or sustainment units and/or activities, and depot organizations performing DEMIL must have a current unit DEMIL SOP. The DoDM 4160.28, Volumes 1, 2, and 3 are at website <https://www.esd.whs.mil/dd/>.

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

*a.* Proper disposal of Army excess personal property requires a thorough understanding of the DoD disposal process. PMs and AMC LCMCs divesting Army property will first consider reutilization and divestiture methods that generate the most return for the Army. Where this is not practical, use of DLA Disposition Services is recommended as they are chartered to perform the DEMIL of most DoD property and are paid through Service-level billing. When DLA Disposition Service is not used, the Army must ensure proper DEMIL requirements are met to mitigate risks.

*b.* This appendix identifies which Army activities 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 DLA Disposition Service for reutilization screening or eventual DEMIL. All excess property regardless of serviceability or recoverability will be disposed of properly.

#### **B-3. References**

References that apply directly to the DEMIL and Disposal Standard Operating Procedure Guidance are listed in appendix A.

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

Commanders of activities performing DEMIL or their designated representatives will—

*a.* Ensure the activity performs only authorized DEMIL in accordance with paragraphs B-6 through B-8.

*b.* Conduct risk assessments on DEMIL processes and brief personnel of all hazards identified during the analysis (see ATP 5-19 and DA Pam 385-30). Ensure SOPs for hazardous operations comply with AR 385-10 and DA Pam 385-10.

*c.* Ensure personnel receive the DEMIL training needed to equip them to safely conduct and accurately document DEMIL actions.

*d.* Ensure personnel performing and monitoring DEMIL have a thorough understanding of DoDM 4160.28, Volumes 1, 2, and 3, and observe all safety precautions.

*e.* Ensure personnel have access to AR 700-144, DoDM 4160.28, Volumes 1, 2, and 3, and current activity DEMIL SOP.

*f.* Appoint a technically qualified Army representative to witness all DEMIL performed. This individual witnesses all DEMIL and countersigns (verifies) DEMIL certificates and must be a U.S. citizen. In cases where the witnessing of DEMIL would unnecessarily subject the witness to a hazardous condition or when the demilitarized materiel can be laid out to clearly display the residue from each items demilitarized, DEMIL may be certified through inspection of the residue.

*g.* Ensure demilitarized residue is properly disposed of through DLA Disposition Services when appropriate. Provide their supporting DLA Disposition Service with a copy of the DEMIL certificate and the DEMIL verifier's appointment orders.

*h.* Ensure all DEMIL certificates are accurately completed and maintained for a minimum of one year on all property demilitarized. Properly documenting DEMIL is an integral part of the DEMIL processes.

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

*a.* The FLIS and Army Master Data File contained on Federal Logistics Data on portable media contain the exclusive DEMIL code assigned to each NSN.



*b.* There are a total of nine distinct DEMIL codes: “A,” “B,” “C,” “D,” “E,” “F,” “G,” “P,” and “Q.” The DEMIL code and their definitions are broadcast in DoDM 4160.28, Volumes 1, 2, and 3, appendix 3 and AR 700–144, table 3–3. The DEMIL code definition identifies the property’s DEMIL requirement.

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

Property coded with DEMIL codes of “A,” “B,” or “Q” does not require DEMIL.

#### **B–7. Demilitarization required**

Property coded with DEMIL codes of “C,” “D,” “E,” “F,” “G,” and “P,” require DEMIL and certification (certificates).

#### **B–8. Who demilitarizes what?**

*a.* When internal Army reutilization (or reutilization to other Military Services if applicable), Sales and Exchange, and FMS are not suitable, the Army will prepare excess end items for DEMIL as required (for example, remove fluids and hazardous materials) and subsequently turn them in to DLA Disposition Services. DLA will screen for reuse and perform ultimate DEMIL on these items if no reutilization occurs (including small arms weapons and receivers). The same process applies to any DEMIL required repair parts. As such, there is no need for Army activities to spend valuable time and resources demilitarizing property that will be turned in to DLA Disposition Services. However, there are times that DEMIL preparation actions are required prior to turn in to DLA for disposal.

*b.* Army activities demilitarize some DEMIL coded “F” property. This property requires special DEMIL instructions due to the nature of the property. Item managers have DEMIL instructions written for this property’s safe disposal and/or DEMIL. The instructions may require the Army or DLA Disposition Service to perform the DEMIL. This property must be dealt with on an individual basis (per instructions). These DEMIL instructions are posted on the AMC’s DEMIL Code Management System website, which is hosted on the TULSA website, <https://tulsa.ta-com.army.mil/index.cfm>. Go to this website and apply for access to the AMC DEMIL application. Log on the website and under “Navigation,” select “DoD DEMIL code “F.” Instructions then select “View Instructions,” then search for the instructions by NIIN or keyword.

*c.* Army activities demilitarize all AE property DEMIL coded “G.” Army activities and commercial DEMIL contractors demilitarize all AE Property DEMIL code “G.”

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

*e.* Class V (AE to include missiles) in the wholesale system are demilitarized by the SMCA, per DoDI 5160.68. The residue is disposed of in accordance with appendix B, paragraphs B–4 and B–9.

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

Army activities will dispose of all demilitarized Army excess personal property (residue) through their supporting DLA Disposition Service. For special turn-in requirements of environmentally regulated and hazardous property see DoD 4160.28 , Volume 3.

#### **B–10. Demilitarization training**

The DDPC is “mandatory” for DoD Component personnel involved with the DoD DEMIL Program. Additional information, including class schedules, for the 3–day course can be obtained by going to website, <https://www.dla.mil/working-with-dla/federal-and-international-cataloging/demil-coding/demil-training/>.

#### **B–11. Demilitarization certifier functions**

Personnel performing DEMIL will—

- a.* Not perform unauthorized DEMIL (see paras B–6 through B–8).
- b.* Not perform DEMIL without the verifier’s knowledge and/or presence. DEMIL requires documented surveillance (see para B–4f).
- c.* Observe safety precautions during DEMIL.
- d.* Ensure all property is demilitarized in accordance with paragraph B–14. Accurately and legibly prepare and sign DA Form 7578 (Unit Demilitarization Certification and Verification Certificate).

#### **B–12. Demilitarization verifier functions**

Personnel verifying DEMIL will—

- a.* Be a U.S. citizen who physically monitors (verifies) all DEMIL performed by the activity and countersigns the DEMIL certificates.
- b.* Ensure the activity does not perform unauthorized DEMIL (see paras B–5 through B–7).
- c.* Ensure all property is demilitarized in accordance with paragraph B–14.
- d.* Sign and ensure the DA Form 7578 is accurate and legible.

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

- a.* The inherently dangerous characteristics of AE dictate that special precaution is taken to ensure that DEMIL is performed only by properly trained and technically qualified personnel.
- b.* Each activity will provide a listing to the servicing DLA Disposition Service 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 DLA Disposition Services will ensure that the individuals who sign the certificate are included on the qualified individuals list prior to accepting accountability for AE.
- c.* Material generated from AE and range residue will be processed in accordance with DoD 4160.28.
- 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 DLA Disposition Services.

### **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 DEMIL methods are in DoD 4160.28, Volume 3, appendix 3. That manual also contains additional DEMIL guidance not included in this appendix.

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

- a.* Demilitarize some DEMIL coded “F” and all “G” and “P” coded excess property prior to physically transferring the property to a DLA Disposition Service. The DEMIL code “F” instruction identifies the Army’s preparation or actual DEMIL requirement prior to physically transferring the property to a DLA Disposition Service.
- b.* Do not demilitarize excess property that is the DLA Disposition Services responsibility to demilitarize. The DLA Disposition Services conducts excess property screening for reutilization, sales and ultimate disposal/DEMIL when required for all end items (to include small arms weapons and receivers) and repair parts. DEMIL codes not accepted by DLA Disposition Services include: G, P (unless declassified properly) and some F (determined by DEMIL F instructions). Again, DEMIL Prep may be required in order to turn in to DLA for ultimate DEMIL.
- c.* Properly dispose of all small arms repair parts and other MLI parts whether serviceable and/or unserviceable or recoverable and/or non-recoverable.
- d.* Maintain DEMIL certification and verification certificates for a period of 1 year.

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

- a.* DEMIL coded “A” property: The DLA Disposition Services conducts reutilization during disposal of this property.
- b.* DEMIL coded “B” property: The DLA Disposition Services conducts reutilization and TSC during disposal of this property.
- c.* DEMIL coded “C” property: The DLA Disposition Services conducts reutilization and/or DEMIL and TSC during disposal of this property.
- d.* DEMIL coded “D” property: The DLA Disposition Services conducts reutilization and/or DEMIL and TSC during disposal of this property.
- e.* DEMIL coded “E” property: The DLA Disposition Services conducts reutilization and/or DEMIL and TSC during disposal of this property.
- f.* DEMIL coded “F” property: Item managers provide special DEMIL instructions for this property. The DLA Disposition Services will not accept this property without the special instructions available during turn-in. These instructions will differentiate the Army’s and the DLA Disposal Service responsibilities regarding DEMIL and are available within the AMC’s TULSA DEMIL code “F” website at <https://tulsa.tacom.army.mil/demil/codefmain.cfm>. Occasionally the DEMIL instructions require the property to be rendered inert or demilitarized prior to DLA Disposition Services 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 DEMIL certificate per this appendix to the DLA Disposition Services. More often the DLA Disposal Services

may accept this property if the instructions are available concurrent with turn-in and also conduct the reutilization and/or DEMIL and TSC during disposal of this property.

g. DEMIL 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 DEMIL certificate in accordance with this appendix will be turned in to DLA Disposition Services.

h. DEMIL 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 DEMIL certificate in accordance with this appendix will be turned in to DLA Disposition Services.

i. DEMIL coded “Q” property: The DLA Disposition Services conducts reutilization and TSC during disposal of this property.

## Appendix C

### Demilitarization and/or 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 DEMIL and TSC consideration requirement. The DEMIL and trade security control provisions in this solicitation implement the policy and requirements of The Arms Export Control Act at Title 22, United States Code 2778, the International Traffic in Arms Regulations at 22 CFR 120–130, and the Export Administration Act. Regulatory requirements and guidance are contained in FAR 45.6 and Defense Federal Acquisition Regulation Supplement (DFARS) 245.604.

*b.* The DoD policy and requirements for DEMIL and TSCs are contained in the DoDM 4160.28, Volumes 1, 2, and 3. That 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 DoDM 4160.28, Volumes 1, 2, 3 and the DEMIL and TSC clause herein, the DoDM 4160.28, Volumes 1, 2, and 3 takes precedence. Army policy on DEMIL and TSCs is located in AR 700–144. That regulation is hereby incorporated by reference, and its terms, conditions and procedures are valid and enforceable as contractual requirements.

*c.* This contract requires the manufacture, assembly, test, maintenance, repair, and/or delivery of military and/or 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 and/or subcontractor must include this clause in subcontracts for work under this solicitation and resulting contract.

*d.* The DEMIL 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 and/or defense items in accordance with statutory and regulatory requirements. Bidders’ or offers’ proposed prices under this solicitation and any resulting contract should include any and all costs to comply with this clause and the Government’s DEMIL and TSC requirements.

*e.* In general, the DEMIL requirements must be met upon completion of the contract. For indefinite delivery contracts as defined by FAR 16.501–2, DEMIL 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 terminated early. The PEO will ensure the following statements are listed in the contract: “Contractors awarded a contract with DEMIL requirements will 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 DEMIL obligations under this clause. The contractor will provide a copy of DEMIL certificates to the PCO within 30 days for inclusion in the contract file (see para C–1g).

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

*g.* The contractor agrees that DEMIL performed under this contract will be conducted in accordance with this clause or DoDM 4160.28, Volumes 1, 2, and 3, and all demilitarized material will meet or exceed the definition of scrap as defined by this clause.

*h.* The service performed by contractor personnel is not considered to be active duty or active service in accordance with DoDD 1000.20 and 38 USC 106.

#### 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 with 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 DEMIL code unless waived by the DDPM.

b. “Excess GFE” is equipment and/or technical data provided by the 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” are items contained in the U.S. Munitions List, 22 CFR 120–130.

f. “Commerce control list item” is a multiuse (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 commercial control list may be commodities (that is, equipment, materials, and 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 DEMIL as prescribed in DoDM 4160.28, Volumes 1, 2, and 3.

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 are not a criterion for DEMIL. 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 DEMIL and TSC. This clause is applicable to prime and subcontractors.

### **C–4. The program executive officer and trade security controls**

a. The PEO will ensure that the following statements are listed in the contract: The contractor will perform DEMIL requirements and apply TSC as required on all contract excess property as dictated by the Government assigned DEMIL code definition (see table 3–1) and the DEMIL and TSC matrix (see table 3–3). DEMIL codes and definitions can be accessed in accordance with paragraph C–8.

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

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

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

a. Upon completion of manufacturing, “the prime contractor will notify the Army’s procurement contracting officer and quality assurance representative (QAR) in a timely manner that a Government representative is required to witness DEMIL of contract excess property produced under this contract whether the prime contractor or a subcontractor is performing the DEMIL.”

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

c. The Government QAR will forward all DEMIL 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 DEMIL certificates from all prime and subcontractors involved have been received. The DEMIL Certification and Verification Certificate will be forwarded to the PCO to become part of the contract file.

d. A commercial contractor’s representative who witnessed the DEMIL certifies and a technically qualified designated Government QAR (U.S. citizen) who actually performed or witnessed the DEMIL will both certify the DEMIL

by signing and dating the DA Form 7579. The DA Form 7579 must be then verified by a technically qualified DOD contracted person or a Government employee who witnessed the DEMIL. The individual who verifies the DEMIL will be in the next higher management level to the certifying individual and must be a U.S. citizen.

#### **C-6. Demilitarization waivers**

a. The contractor may request a DEMIL 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 DEMIL and TSC laws and regulations. All requests for DEMIL waivers must be submitted in writing through the PCO to the Army's DEMIL MATDEV. Waiver requests 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 DEMIL waiver is not granted within 45 days of submission, the DEMIL request will be deemed disapproved. The contractor is not entitled to DEMIL waiver. Contact the PCO for additional specific guidance.

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

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

Any disputes concerning this clause will 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 DEMIL requirements by accessing the assigned DEMIL code by way of the Internet using the following steps:

(1) Logon to DLA's website at [https://www.dlis.dla.mil/webflis/pub/pub\\_search.aspx](https://www.dlis.dla.mil/webflis/pub/pub_search.aspx). This displays the Federal Logistics Information System WebFLIS Public Inquire.

(2) Enter NIIN or NSN and click on "Go." This page displays the DEMIL code under the icon "DEMIL." Make note of the assigned DEMIL code.

(3) Click on the icon "DEMIL" provided on the website. Print these DEMIL code definitions for future reference and close the screen.

b. The contractor's DEMIL requirement:

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

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

(3) Note.

(4) If an NSN has not been assigned to the property in question, the DEMIL code for the property is not in this database. Contact the PCO for the DEMIL requirements for property if the DEMIL code could not be identified in this database.

(5) The result will be the current DEMIL code. Match the DEMIL code with its definition. Demilitarize excess property in accordance with the DEMIL 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 as follows:

(1) *Option 1.*

(a) Have the contractor demilitarize the excess GFE in accordance with the assigned DEMIL code.

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

(c) The PCO will ensure that DEMIL 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 non-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, before the Government transfers title to the contractor.

(c) The end-use certificate (EUC) is the Government's instrument to ensure the contractor is aware of and agrees to assume the responsibility for future TSC requirements and DEMIL costs and liabilities for the excess GFE. The DEMIL and TSC requirements for MLI and/or CCLI do not diminish over time. For complete TSC requirements see DoDM 4160.28, Volumes 1, 2, and 3.

(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 4160.28.

(3) *Option 3.* The contractor returns the excess GFE to the Government's control for disposal and the Government ensures adequate disposal occurs in accordance with DoDM 4160.28, Volumes 1, 2, and 3.

## **Appendix D**

### **Internal Control Evaluation**

#### **D–1. Function**

The function covered by this evaluation is the assignment of accurate DEMIL codes.

#### **D–2. Purpose**

The purpose of this evaluation is to assist organizations assigning DEMIL codes in evaluating the key internal controls listed. It is intended as a guide and does not cover all controls.

#### **D–3. Instructions**

Answers must be based on the actual testing of key internal controls such as document analysis, direct observation, interviewing, sampling, and simulation. Answers that indicate deficiencies must be explained and the corrective action identified in supporting documentation. Each LCMC must evaluate these internal controls at least once every five years. Certification that this evaluation has been conducted must be accomplished on DA Form 11–2 (Internal Control Evaluation Certification).

#### **D–4. Test questions**

- a.* Is a system in place to ensure personnel assigning DEMIL codes, have access to current DEMIL policy and procedures?
- b.* Is a system in place to ensure only qualified personnel assign or review DEMIL codes for accuracy?
- c.* Is a system in place identifying LCMC personnel who are qualified to assign or review DEMIL codes?
- d.* Is a system in place to ensure contractor assigned DEMIL 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?
- f.* Is a system in place to ensure a DEMIL certificate and a technically qualified Army representative's verification on the quantity of items demilitarized on file or forwarded to the PCO when situation involves a contractor?
- g.* When a contractor requires DEMIL of excess property or other items, is there a system in place to ensure prior coordination and proper DEMIL of property in accordance with MLI and/or CCLI DEMIL and TSC?
- h.* Is a system in place to ensure demilitarized residue is properly disposed of through DLA Disposition Services when appropriate and a copy of the DEMIL certificate and DEMIL verifier's appointment orders?
- i.* Is there a system in place to ensure all DEMIL certificates are accurately completed and maintained on file for a minimum of 1 year on all property demilitarized?

#### **D–5. Supersession**

This evaluation replaces the evaluation for assignment of accurate DEMIL codes previously published in AR 700–144, dated 4 October 2015.

#### **D–6. Comments**

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



## **Glossary**

### **Section I**

#### **Abbreviations**

**AE**

ammunition and explosives

**AEDA**

ammunition, explosives, and dangerous articles

**AMC**

U.S. Army Materiel Command

**ARIMS**

Army Records Information Management System

**ASCC**

Army service component command

**CAR**

Chief, Army Reserve

**CCLI**

commerce control list item

**CFR**

Code of Federal regulations

**CIIC**

controlled inventory item code

**DA**

Department of the Army

**DC**

demilitarization coordinator

**DCMO**

Demilitarization Code Management Office

**DCMS**

Demilitarization Code Management System

**DCS**

Deputy Chief of Staff

**DDPC**

Defense Demilitarization Program Course

**DEMIL**

demilitarization

**DFAR**

Department of 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

**DoDM**

Department of Defense manual

**DRU**

direct reporting unit

**ESOH**

Environment, Safety, and Occupational Health

**FAR**

Federal Acquisition regulation

**FLIS**

Federal Logistics Information System

**FMS**

Foreign Military Sales

**GFE**

Government-furnished equipment

**ICC**

item category code

**ILSC**

Integrated Logistics Support Center

**JCAPPS**

Joint Conventional Ammunition Policies and Procedures

**JS**

Joint services

**LCMC**

Life Cycle Management Command

**MATDEV**

materiel developer

**MLI**

munitions list item

**NIIN**

national item identification number

**NSN**

national stock number

**OB**

open burning

**OD**

open demolition

**PD**

project director

**PEO**

program executive officer

**PM**

product manager

**QAR**

quality assurance representative

**RICC**

reportable item control code

**SCIC**

special control item (code)

**SMCA**

single manager for conventional ammunition

**SME**

significant military equipment

**SOP**

standard operating procedure

**TACOM**

Tank-automotive and Armaments Command

**TOC**

total ownership cost

**TSC**

trade security controls

**TULSA**

TACOM unique logistics support applications

**USC**

United States Code

**USML**

U.S. munitions lists

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

The act of eliminating the functional capabilities and inherent military design features from DoD personal property that requires certification and verification. Methods and degree range from removal and destruction of critical features to total destruction by cutting, crushing, shredding, melting, burning, and so forth. DEMIL is required to prevent property from being used for its originally intended purpose and to prevent the release of inherent design information that could be used against the United States. DEMIL applies to materiel in both serviceable and unserviceable condition.

**Demilitarization code**

A code assigned to DoD personal property. It indicates the degree of required physical destruction, identifies items requiring specialized capabilities or procedures, and identifies items which do not require DEMIL but may require TSC. It is used throughout the life-cycle to identify control requirements required before release of DoD personal property from DoD control.

**Disposal**

End-of-life tasks or actions for residual materials resulting from DEMIL or disposition operations.

**Donation**

The act of providing surplus personal property at no charge to a qualified recipient, as allocated by the GSA.

**Excess property**

Items of DoD Component owned property that are not required for their needs and the discharge of their responsibilities as determined by the head of the Service or Agency.

**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**

A process that renders material unfit for its intended purposes by cutting, tearing, scratching, crushing, breaking, punching, shearing, burning, and neutralizing.

**Small arms**

Man-portable weapons made or modified to military specifications for use as lethal instruments of war that expel a shot, bullet, or projectile by action of an explosive. Small arms are broadly categorized as those weapons in-tended for use by individual members of armed or security forces. They include handguns; rifles and car-bines; sub-machine guns; and light machine guns.

**Static display**

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

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

demilitarization coordinator

**DDPM**

Department of Defense demilitarization program manager

**Demilitarization R3 Reinvestment Program**

Demilitarization Resource Recovery and Recycling Reinvestment Program

**EUC**

end-use certificate

**MUT**

mutilation

**UNCLASSIFIED**

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