MEMORANDUM FOR DLA FLEET MANAGERS

SUBJECT: Directive-Type Memorandum (DTM) 14-017 – Comprehensive Annual Review of Underperforming Nontactical Vehicles

References: (a) DLAI 4214, “Support Equipment Management,” September 22, 2009
(b) “Presidential Memorandum—Federal Fleet Performance,” dated May 24, 2011
(c) Federal Management Regulation Bulletin B-30, “Motor Vehicle Management”

Purpose. This DTM clarifies policy to conduct and document comprehensive annual reviews of underutilized vehicles in order to identify those that could be eliminated from the fleet. This DTM will be incorporated into an update to DLAI 4214, Support Equipment Management.

Applicability. This DTM applies to all DLA Fleet Managers.

Policy. It is DLA Policy to conduct comprehensive annual documented reviews of underutilized vehicles in accordance with requirements in Reference (a), (b), and (c) to identify vehicles that could be eliminated from the fleet.

Responsibilities. Fleet Managers will:

a. Ensure comprehensive annual reviews of underutilized vehicles are conducted and documented in order to identify vehicles that could be eliminated from the fleet.

b. Participate in the annual DLA Vehicle Allocation Methodology (VAM) survey to satisfy this requirement.

c. If not surveyed as part of the annual VAM process, provide annual review results to Installation Management-Facilities Sustainment and Equipment (DS-IS) NLT January 15th of the following year.

Procedures. Fleet Managers will conduct and document reviews in accordance with criteria published in Reference (c).

Information Requirements. Annual review results will be reported to Installation Management-Facilities Sustainment and Equipment (DS-IS) NLT January 15th of each year.

Internal Controls. DS-IS will review reports provided by Fleet Managers to ensure they are comprehensive in nature and were conducted and documented in accordance with criteria published in Reference (c).
Releasability. UNLIMITED. This DTM is approved for public release.

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