



DLA Disposition Services

Insight



Customer Service Newsletter

DECEMBER 2019

Message from the DLA Disposition Services Resource Management Director

Hello Customers!

This time of year, as we are in the middle of the holiday season, we reflect on what we are thankful. At DLA Disposition Services we are thankful for you, our customers. In our last edition of the newsletter, we shared with you about our first annual inventory. Thanks to your support, we were able to accomplish it with a 98.2% accuracy rate, which is terrific. We also closed out fiscal year 2019 with a customer satisfaction rating of 90%. So thank you again.

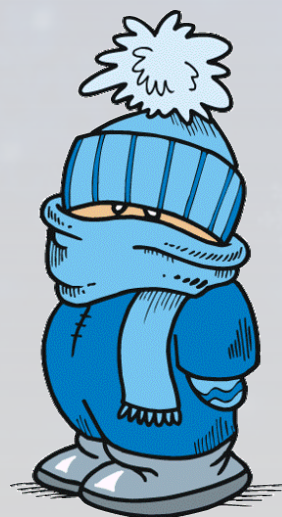
This time of the year is also one of celebrations, so in that spirit, in this edition we are celebrating those agencies on the Million Dollar Board that reutilized in excess of \$1 million in original acquisition value. The reutilization of our property is saving taxpayer dollars! Also, there is important information on our programs and highlights on a few of our field sites.

We hope you enjoy reading this edition and we wish you Happy Holidays and a great 2020.

Connie

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Support to the Military

End of Fiscal 2019		Line Items	Quantity (includes all unit of measure)	Acquisition Value
Army	Turn-Ins	1,280,493	139 million	\$6 billion
	Reutilization	10,381	627,078	\$993 million
Navy	Turn-Ins	388,442	50 million	\$4 billion
	Reutilization	10,678	188,086	\$141 million
Air Force	Turn-Ins	372,476	39 million	\$3 billion
	Reutilization	6,507	136,128	\$438 million
Marine Corps	Turn-Ins	138,046	17 million	\$1 billion
	Reutilization	3,594	80,335	\$77 million
Coast Guard	Turn-Ins	10,357	1 million	\$27 million
	Reutilization	45	427	\$164, 444

Fiscal 2019

DLA Disposition Services Million Dollar Board

Our Million Dollar Board was created by the DLA Disposition Services Director to recognize the fiscal stewardship of commands and units advantage of reutilizing DOD excess property. Each agency that reutilized in excess of \$1 million in original acquisition value is recognized; some achieved these results with a few MILSTRIP requisitions while others submitted thousands. In all, over 80 letters were sent to military customers stationed around the world who deserve the appreciation and recognition of the DOD and taxpaying communities for leading by example in fiscal stewardship.



34 unit letters



20 unit letters



22 unit letters



4 unit letters

For a complete listing go to the DLA Disposition Services website at

<http://www.dla.mil/DispositionServices/Offers/CustomerSupport/Library/MDB.aspx>



Thank You!

To our amazing customers from Mr. Cannon!

Customer service, processing your excess DOD property, maximizing RTD, handling your hazardous material/waste and protecting national security is our mission. Accountability and auditability are just as important to all DOD agencies. Much like the military services, we need to show we are good stewards of our taxpayers' money and our ability to pass a clean audit.

During the month of September, DLA Disposition Services reduced operations for two weeks to perform a worldwide inventory. The goal of the inventory was to assure all property in custody was recorded accurately in the financial statements.

Mission accomplished!

On behalf of Mr. Cannon and the rest of DLA Disposition Services, thank you for your patience and understanding during the 100% wall-to-wall annual inventory. It would not have been possible without your support of the reduced operations to successfully accomplish the inventory.





Hazardous Waste Receipt in Place (HW RIP)

Generating activities should be advised that DLA Disposition Services sites will not accept RIP HW after Dec 31, 2019, unless there is a HW RIP MOU form agreement in place with their supporting DLA Disposition Services site.

The Standard Operating Procedure (SOP) states that “A RIP form or MOU/MOA is required with generating activities who intend to utilize the RIP process for usable, scrap, hazardous material, and hazardous waste property”. The SOP also requires that “RIP forms or MOUs/MOAs are in effect prior to receipt in place of property.”

There is a new HW RIP form that can be used in lieu of a formal MOU/MOA. The form complies with the requirement of DoDM 4160.21 to have a documented understanding with generators for Hazardous Waste (HW) disposal services. Pursuant to DoDI 4000.19, a formal MOU/MOA is NOT required for services performed by a Defense Working Capital Fund (DWCF) activity for another DOD entity. However, a formal MOU/MOA is required for non-DOD entities doing business with DLA (e.g., federal civil agencies, Coast Guard, etc.).

There is no reason to modify or edit the form, as it simply restates requirements imposed by the DoDM 4160.21.

Fillable RIP forms to complete with the generating activity can be found in the DLA Disposition Services Agreements Repository located in the Agreements Templates and Guidance folder. Link is provided below:

<https://go.usa.gov/xpppg>

A single RIP form may be utilized for National Guard and Reserve commands that have multiple subordinate generating activities. The various pick-up DODAACs should be listed in block 3. Should a state's National Guard activities be supported by multiple DLA Disposition Services sites, the applicable DLA Disposal Services Director should sign. Should a reserve component have multiple subordinate generating activities that cross DSD boundaries, the Operations Director will sign for DLA Disposition Services.

POC is Mike Kancilja, Environmental Branch Chief, (269) 961-7128, e-mail: michael.kancilja@dla.mil

**DLA DISPOSITION SERVICES
RECEIPT IN PLACE
HAZARDOUS WASTE**

1. DLA NUMBER (DLA Internal Use):

2. Generator DODAAC:

3. Additional DODAACs (if applicable, include enclosure if needed):

4. Enclosure: ☐ Yes ☐ No

5. Effective Date: (month/year)

6. Expiration Date: (DATE 5 yrs)

7. DLA Disposition Services:
Site:
Address:
DLA Representative (Primary):
Phone:
Email:
DLA Representative (Alternate):
Phone:
Email:

8. Generator Information:
Unit/Organization:
Address:
POC (Primary):
Phone:
Email:
POC (Alternate):
Phone:
Email:

9. Normal hours of operation are _____ to _____ (e.g. 0800-1700), _____ (e.g. Monday-Friday), excluding Federal holidays and any other dates on which the facility is closed.

Section A - DLA Disposition Services Responsibilities applicable to Hazardous Waste:

1. Establish accurate records for Hazardous Waste received in place. Ensure DOD Form 1348-1A(s) and required supporting documentation are properly filed per DLA DoDM 4160.21 and retained IAW DLA Records policies and other applicable DoD and DLA published guidance. DLA Disposition Services will provide assistance/training in obtaining and completing these documents, as needed.
2. Contact the designated Generator point(s) of contact (POC(s)) and provide notification in accordance with the requirements in the applicable Hazardous Waste disposal contract requirement.
3. Process disposal of property IAW DoDM 4160.21 and applicable regulatory guidance.
4. Comply with all federal, state and local environmental and safety laws, as well as regulatory guidance in DoDM 4160.21. If RIP occurs overseas, host nation and international laws may also apply.

Section B - Generator Responsibilities applicable to Hazardous Waste:

1. Must reimburse DLA Disposition Services for all service contract costs. Provide funding information on the DOD Form 1348-1A.
2. If HW is improperly identified, Generator will be financially responsible for any additional disposal cost and may have to accept return of the property until it can be properly disposed.
3. HW designated for removal needs to be staged prior to the agreed upon time for pick-up, and the generator assigned personnel for manifest signatures are required to be on site.

10. DLA DISPOSITION SERVICES NAME, TITLE: _____ SIGNATURE: _____ DATE: _____

11. GENERATOR NAME, TITLE: _____ SIGNATURE: _____ DATE: _____



HMMS and ETID

The final deployment of HMMS occurred on November 18, 2109.

Effective November 18, 2019, ETID customers are not able to create Hazardous Waste (HW) or Special Services (SS) documents within ETID. This includes DD form 1348-1A and Hazardous Waste Profile Sheets (HWPS). The options to “Create HWPS” and “Search HWPS” have also been removed.

- HW Generators previously utilizing HW ETID have not yet received the replacement HMMS 1348 Online access, the AMPS user role to request is “HMMS-HWD Prod 1348 Online HWD-010.”.
- ETID users will still be able to create DD1348-1A for usable hazardous material.

POC for ETID is Don Johnson at (269) 961-7206 or Donald.G.Johnson@dla.mil

HMMS-HWD

On November 19, the new Hazardous Material Management System – Hazardous Waste Disposal (HMMS-HWD) module deployment to all disposition sites worldwide was completed.

- HMMS-HWD is part of DLA Disposition Services’ business modernization efforts to move from the 20th century technology DSS system to modern cloud computing. The HMMS-HWD software provides hazardous waste disposal support with interfacing to eProcurement. It expands capabilities with a document upload ability and compatibility for future mobile office technology that is being developed and tested.
- Full deployment of HMMS does not mean the software has reached 100% operational capacity. Additional software requirements still being developed for fiscal 2020 includes reporting capability including a hazardous waste dashboard, automating the manifest tracking packet process, and improving the “1348 Online” process for DOD HW generators to create DTIDs to turn in electronically, formerly utilized in HW ETID.
- On November 8, DLA J6 validated the Enterprise Help Desk’s complete capacity to assist HMMS users, further normalizing software use.

POC: Randy Smith, Disposition GE, 269-961-5898, randolph.j.smith@dla.mil



U.S. AIR FORCE

Defense Property Accounting System (DPAS)

DLA Disposition Services and the U.S. Air Force have identified opportunities to determine feasibility of Defense Logistics Management Standard conversion of AF Local Stock Numbers (LSNs) to DLA LSNs in the system without manual input. DLA Disposition Services is assisting the AF to verify IT LSNs demilitarization codes and checking for corresponding National Stock Numbers (NSNs).

Keep in mind, most turn-in items already have an established NSN that should be selected if available.

The [H2 FSC search](#) tool should be utilized for proper federal supply classes in the assignment of an LSN.

<http://www.dla.mil/HQ/InformationOperations/Offers/Products/LogisticsApplications/WebFLIS.aspx> is an additional resource when determining an NSN before choosing a LSN.

- AF personnel need to contact SAF-CN cataloging section under the A6 to review demilitarization codes for accuracy.
- DLA Disposition Services will reinforce policy within the organization of the requirements to accept service LSN.
- Current issues include DPAS generated 1348s for L and P stocked items (LSNs).

**This coordinated effort is saving
time and resources!**





Transportation Office

DLA Disposition Services recognizes the requirement to provide transportation assets to our customers in order to dispose of excess property.

- Disposition Services has and will continue to improve the transportation process by increasing the number of trucks our sites will take on a weekly basis.
- Starting in Fiscal 2020, the sites will increase their truck slots by 18% from 255 to 300. The number of trucks were also evaluated geographically by demand to better provide slots from the generators. The transportation office has further developed business rules for predetermined alternatives when locations are full to provide other site outlets in order to allow the transportation schedulers to take action.
- The next priority in continuing improvements is to increase utilization of the available spots. This effort has started with an increase in trucks scheduled. Comparing 1st Quarter Fiscal 2018 to Fiscal 2019, we have already exceeded trucks scheduled from the previous year by 3% and have scheduled more in December.



Reminder!

CANCELLED

If you are unable to keep a scheduled transportation appointment,
please remember to cancel it.



Where In The World Are Our DSRs?

DSD Europe and Africa

You never know where our Disposal Services Representatives (DSR) will be.

During the last quarter, DSRs Courtney Aubrey and Ezekiel Graham traveled to caves in Norway, then Courtney Aubrey and Army Sgt. 1st class Timothy Ferguson traveled to two different bases in Niger in order to assist customers with disposals.

While in Norway, the team validated 107 line items of useable property with an acquisition value of \$3.6 million ... talk about saving taxpayer dollars! In Niger, the team removed more than 397,000 pounds of hazardous waste. Additionally, both teams educated the customer on the disposal process and provided guidance on what they can do in the future.

Conducting operations in countries without a DLA Disposition Services presence can present many challenges. The logistics coordination that was required in order to conduct these trips were no easy feat. In Niger, the presence of the Nigerian Environmental Minister was required prior to the hazardous waste being loaded for transportation in conjunction with several other requirements.

The bottom is that we are here to support the customer, the WARFIGHTER.



DLA Disposition Services

Team Eglin

DLA Disposition Services Eglin interacts with different entities of DOD along with state and local customers. The Reutilization Transfer and Donation (RTD) office handles and distributes allocated property to our awarded customers. There are times we will receive a customer asking questions about how to requisition property for their unit. We educate the customers on how the reutilization program will benefit their unit. We also instruct them on how to navigate through the Digital DSR website by showing them on the computer and sending the link via email. We also perform a dry run with them on the different hyperlinks such as the AMPS and RTD process to gain access to the RTD site so they can see how to access the forms. This also allows us the opportunity to show them the location of the instructions.

We do not stop there, we also assist and educate our customer on the turn-in process. We conduct a monthly class for this, but there may be times where a DOD customer comes in and need assistance. We will provide them the necessary information for the customer to turn in their property. At our once-a-month class we go more in depth on the turn-in process and reutilization for the customers that sign up and attend.

Our warehouse received 14 imaging systems worth \$1.2 million. A LESO customer from Lake County Sheriff Dept. in Florida requisitioned 5 units for their department to upgrade current systems in their aircraft. We have another customer from the Florida Highway Patrol that was allocated three units for their department to upgrade current aviation systems. These and other government excess property we receive provide

DOD, state and local customers the opportunity to upgrade their offices at a lesser cost thus, saving taxpayer monies.



DLA Disposition Services

Team Susquehanna

DLA Aviation had a 45,000 pound slab of granite it wanted to turn in to DLA Disposition Services. They contacted DSR Jack Nebraska who contacted RTD Specialist Cynthia Anderson to see if there may be some reutilization possibility. Cynthia found a customer in Texas that was very interested in the piece of granite. It was requisitioned and the customer sent a truck immediately. The customer said they were very happy to receive the granite.



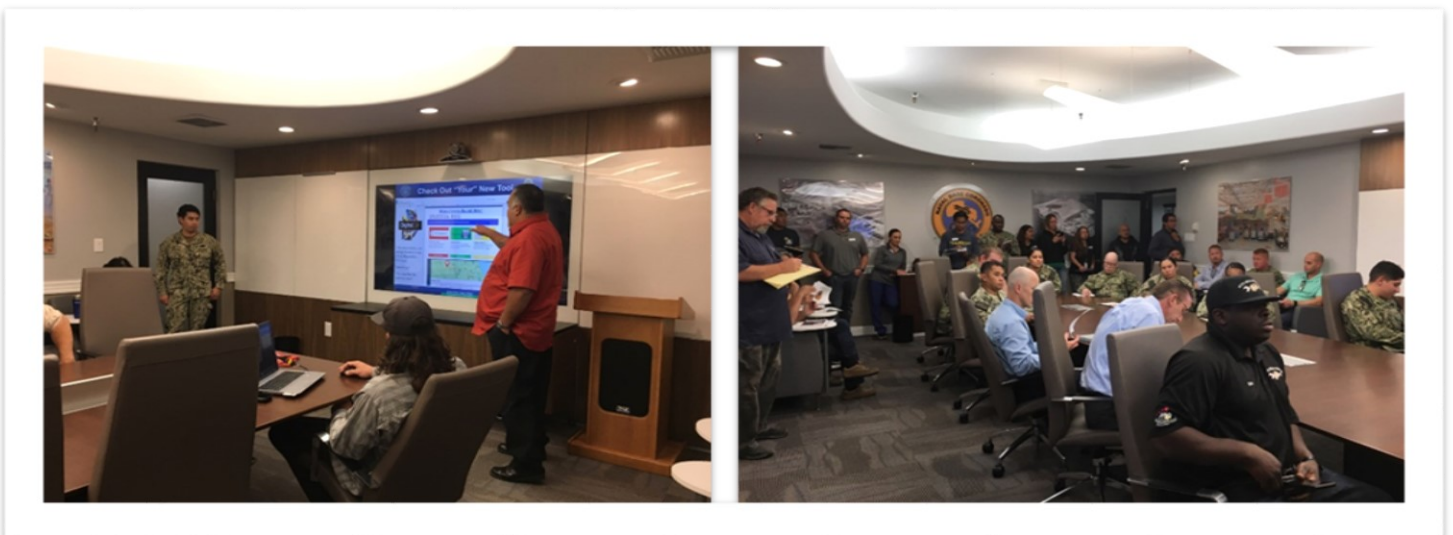
- Finished sign made from a 45,000 lb slab of Granite from Disposition Services Susquehanna. They did an AWESOME job of making the sign!

DLA Disposition Services

Team San Diego

DLA Disposition Services San Diego Area Manager Luis Guzman, Site Lead Barry Thompson and Lead DSR Edgar Cubarrubias conducted a site visit to Naval Base Coronado (NBC) to provide guidance and training to leadership from an estimated 30 command tenants. NBC is making coordination efforts for disposal and recycling of excess property. Property ranges from electronic computer components, furniture, appliances, aircraft and other shipboard parts.

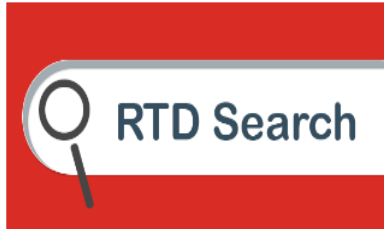
DLA Disposition Services personnel provided guidance of proper identification of property to include demilitarization and condition determination. Specific attention was focused on resources and documentation available through the Digital DSR website. Pamphlets and LSN listings were provided while referencing the requirements within the DoDM 4160.21. NBC has offered to provide transportation to Camp Pendleton and has an established goal of accomplishing the mission by the end of December. DLA Disposition Services is maintaining constant communication with the customer and has scheduled appointments to accommodate the overall process.



Do you have questions?

Get them answered in the Digital DSR!

Click [HERE](#)



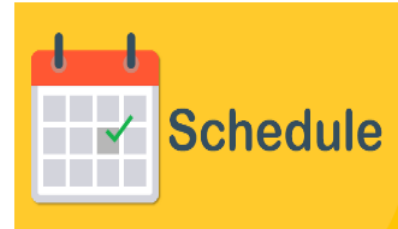
Search for Property

Learn how to search and request available property from the DLA Disposition Services RTD Web.



Property Turn-In

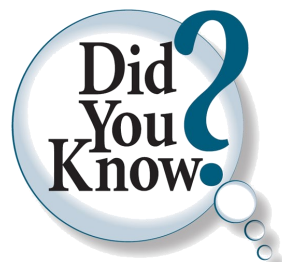
Learn how to turn in over 30 different types of specialized property, each with sample documents.



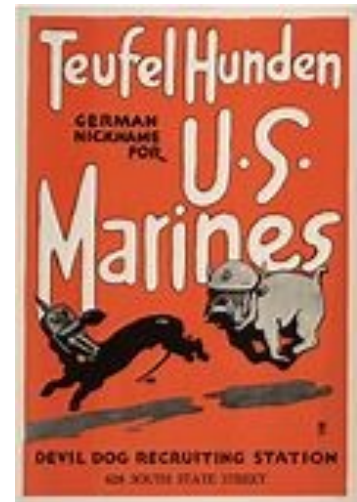
Schedule a Turn-In

Customers are often able to schedule transportation of their property to our servicing location free of charge.

**The one stop solution to doing business
with DLA Disposition Services.**



The "Devil Dogs" nickname for Marines first appeared in newspapers in the United States in April 1918 – about two months before the Battle of Belleau Wood. The LaCrosse Tribune ran a story about the nickname on April 27, 1918, and other newspapers used the story as early as April 14, 1918.



What a little sticker can do to halt the Mission!



It is the responsibility of the generating activity to ensure proper disposition of communication security (COMSEC) or controlled cryptographic item (CCI) materiel prior to the transfer of equipment to DLA Disposition Services sites.

Items designated as COMSEC or CCI will not be accepted by DLA Disposition Services and will be rejected back to the DOD Components for processing.



Handbooks

Everything you need to know about working with us—from locating disposal sites to getting registered and turning in property.



Have a comment or suggestion for us?
Let us know how we are doing!



DigitalDSR

The introductory one stop solution to doing business with DLA Disposition Services. Have questions? Get them answered [here!](#)

DLA CUSTOMER INTERACTION CENTER

Toll Free: 877-DLA-CALL (1-877-352-2255)

DSN CONUS: 877-352-2255

DSN OCONUS: 94-877-352-2255

Commercial: (269) 704-7921

Fax: (269) 704-7930

Email: dlacontactcenter@dla.mil



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