



Turn-Ins's / Change of Status



TOPICS OF DISCUSSION

- This presentation will explain the Turn-In / Change of Status process for General Property
 - FEPMIS Actions
 - 1348 Turn-In Document
 - Special Handling Requirements

- Each Commodity may have their own additional instructions, so please consult with your State Coordinator if you have any further questions (Armored Vehicles, Aircraft, Small Arms)



CHANGE OF STATUS (COS)

Welcome to FAMWEB

LESO FEPMIS

The Law Enforcement Support Office (LESO) has adopted the Federal Excess Property Management Information System (FEPMIS) as the automated property management system that will be used to provide accountability and management for property requisitioned through the Department of Defense (DoD) Defense Logistics Agency (DLA) Disposition Services 1033 Program.

MI USER1
Your last login was on: 01/27/16 12:52:49

Change of Status
The Change of Status module gives you the ability to alter the *status* of property that is listed on your property book.

It is part of the process of returning property back to a Disposition Services site as well as submitting a DD200 (FLIPL).

To begin, select the Change of Status module after you've logged in to LESO FEPMIS.

LESO FEPMIS

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Create/Review SF-122
Receipts
Modify
Change of Status
Inventory Worksheets
LESO Inventory
Create AUR
Query Property
Weapons
Queries and Reports
Logoff portal

Email: LESO@DLA.MIL
Phone: 800.532.9946
Fax: 269.961.4431
Password Reset: 866.224.7677 opt #4

****ATTENTION LESO FEPMIS USERS****

DATE: 2015-11-19
ENTER MESSAGE TO THE FIELD HERE
MULTIPLE LINES CAN BE USED

LESO FEPMIS Training Material

DOD DLA Disposition Services LESO

NEW: DOD DLA Disposition Services LESO

DLA Enterprise External Business Portal

DLA AMPS (NEW)

State Coordinator POC Information

NOTE: THE USDA IS NOT RESPONSIBLE FOR THE ABOVE LINKS. DO NOT CONTACT THE LESO FEPMIS IIA HELPDESK WITH ANY ISSUES WITH THE ABOVE LINKS!

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[LESO FEPMIS - IIA Helpdesk Online](#)

Providing Support To America's Law Enforcement Community Since 1997



CHANGE OF STATUS (COS)

LESO FEPMIS: Change Of Status Search Results User ID: MI_LEA1

[Inventory Search](#) | [Inventory Search Results](#) | [COS Request](#)



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Property#	State Property#	Station	FSC	FEPP Type	Description	Type
15348MI00004		BATTLE CREEK POLICE DEPT	1240 - Optical Sighting and...	SIGHT,REFLEX	SIGHT,REFLEX	FFP
15349MI00002		BATTLE CREEK POLICE DEPT	1240 - Optical Sighting and...	SIGHT,REFLEX	SIGHT,REFLEX	FFP
LM00001749		BATTLE CREEK POLICE DEPT	1005 - Guns, through 30mm	HANDGUARD,LOWER	HANDGUARD,LOWER	FFP
LM00002060		BATTLE CREEK POLICE DEPT	1240 - Optical Sighting and...	RANGE FINDER,LASER	RANGE FINDER,LASER	FFP
LM00002122		BATTLE CREEK POLICE DEPT	6230 - Electric Portable an...	FLOODLIGHT ASSEMBLY	FLOODLIGHT ASSEMBLY	FFP
LM00002386		BATTLE CREEK POLICE DEPT	1005 - Guns, through 30mm	RAIL COVER,6 RIB	RAIL COVER,6 RIB	FFP
LM00003778		BATTLE CREEK POLICE DEPT	6650 - Optical Instruments,...	MAGNIFIER	MAGNIFIER	FFP
LM00006825		BATTLE CREEK POLICE DEPT	1385 - Surface Use Explosiv...	DRIVER,PROJECTILE,EXPLOSIVE...	DRIVER,PROJECTILE,E	FFP
LM00006826		BATTLE CREEK POLICE DEPT	8470 - Armor, Personal	BODY ARMOR,FRAGMENTATION PR...	BODY ARMOR,FRAGMENT	FFP
LM00006827		BATTLE CREEK POLICE DEPT	8470 - Armor, Personal	HELMET,ALTERNATE	HELMET,ALTERNATE	FFP
LM00006828		BATTLE CREEK POLICE DEPT	8470 - Armor, Personal	HELMET,ALTERNATE	HELMET,ALTERNATE	FFP
LM00006829		BATTLE CREEK POLICE DEPT	8470 - Armor, Personal	ASSEMBLY,HELMET SEARCHLIGHT	ASSEMBLY,HELMET SEA	FFP
LM00006830		BATTLE CREEK POLICE DEPT	1385 - Surface Use Explosiv...	TRANSPORT SYSTEM, EOD TRANS...	TRANSPORT SYSTEM, EOD TRANS...	FFP
LM00006831		BATTLE CREEK POLICE DEPT	6635 - Physical Properties ...	X-RAY APPARATUS,RADIOGRAPHI...	X-RAY APPARATUS,RAD	FFP
LM00019342		BATTLE CREEK POLICE DEPT	8470 - Armor, Personal	BODY ARMOR,FRAGMENTATION PR...	BODY ARMOR,FRAGMENT	FFP
LM00021197		BATTLE CREEK POLICE DEPT	8470 - Armor, Personal	HELMET,ALTERNATE	HELMET,ALTERNATE	FFP
LM00024527		BATTLE CREEK POLICE DEPT	1240 - Optical Sighting and...	SIGHT,REFLEX	SIGHT,REFLEX	FFP
LM00025935		BATTLE CREEK POLICE DEPT	5820 - Radio and Television...	RADIO SET	RADIO SET	FFP
LM00026091		BATTLE CREEK POLICE DEPT	1240 - Optical Sighting and...	SIGHT,REFLEX	SIGHT,REFLEX	FFP
LM00026508		BATTLE CREEK POLICE DEPT	1240 - Optical Sighting and...	SIGHT,REFLEX	SIGHT,REFLEX	FFP
LM00028861		BATTLE CREEK POLICE DEPT	1005 - Guns, through 30mm	HANDGUARD,UPPER	HANDGUARD,UPPER	FFP

[Inventory Search](#) | [Inventory Search Results](#) | [COS Request](#)

Click the Property Number of the property you wish to alter the status of.



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State: MICHIGAN
Property #: LM00001749
Commodity Type:
Property Type: FFP
Property Status: ASSIGNED
Condition: Condemned
Acquisition Doc#: H9DEB1-0021-9715
DTID: W81KK3-9294-0010
GSA Control#:
Qty: 35
Cost: \$26.27
In-Service Date:
Insurance Expiration Date:
Inventory Certification Date:
FSC: 1005 - Guns, through 30mm
FEPP Type: HANDGUARD,LOWER
Additional Description: HANDGUARD,LOWER
State Property#:
Division: DEFAULT_DIV_MI
Subdivision: DEFAULT_SUBDIV_MI
Station: BATTLE CREEK POLICE DEPT
Drive-Type:
Tonnage:
Part#:
Make / Manufacturer: NA
Model: NA
Model Year: 0
Color:
Gradient:
Serial#: NULL
Unit of Issue: Each
DMIL: B- USML ITEMS - MUTILATION TO POINT OF SCRAP REQUIRED WORLDWIDE.
DMIL Integrity Code: 3
Physical Storage Location:
NSN/LSN: 1005-01-453-1633

Additional Comments:

Change of Status (continued)

Verify that the information on this page is accurate.

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CHANGE OF STATUS (COS)



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vehicle attributes
Vehicle License# :
Miles or Hours:
Fuel Type:
Number of Cylinders:
Transmission Type:

Comment 1:

Comment 2:

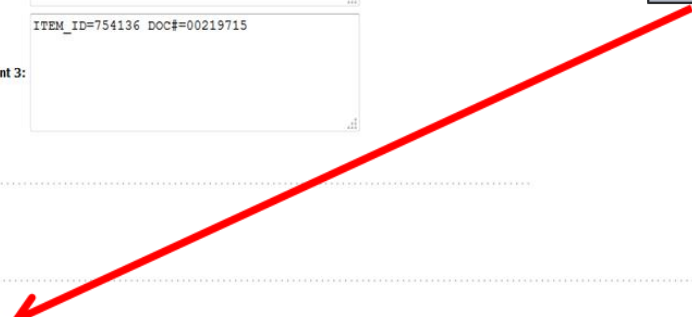
SHIP_DATE=28-JAN-10 LEA_JUSTIFICATION=LE:
to be used with ext

Comment 3:

ITEM_ID=754136 DOC#00219715


create a COS request

Change of Status (continued)
 Click the "Submit" button to initiate a Change of Status request to be sent to your State Coordinator.





CHANGE OF STATUS (COS)



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Change Of Status (COS) requests require approval

Property #: LM0001749
 FSC: 1005 - Guns, through 30mm
 FEPP Type: HANDGUARD,LOWER
 Additional Description: HANDGUARD,LOWER
 Property Status: FFP Reason for report

Condition : *

Property Contact: defaults with Station contact information

Contact Name: * Superman
 Address Line 1: * 20 N DIVISION STREET
 Address Line 2: * BATTLE CREEK MI 49014
 City: * BATTLE CREEK
 State: * MI
 Postal Code: * 49014
 Telephone #: * 2699660868 ext.
 Fax #: * 2699620102
 Email: * KSSCHLEY@BATTLECREEKMI.GOV

State Contact: defaults with State contact information

State Contact Name: * K
 State Contact Title: * W
 State Mail Name: * KW
 State Address Line 1: *
 State Address Line 2: *
 City: *
 State: * MI
 Postal Code: *
 State Telephone #: * ext.
 State Fax #: *
 State Email: * xxx

Change of Status (continued)

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Change the condition of the property to

- Unserviceable
- Damaged
- Obsolete
- Destroyed
- Usable
- Repaired

Depending on the status which best reflects the actual condition of the property.

Add in contact information regarding the property

Update your state contact information in the blocks provided



CHANGE OF STATUS (COS)



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defaults with Station contact information

Contact Name: Superman

Address Line 1: 20 N DIVISION STREET

Address Line 2: BATTLE CREEK MI 49014

City: BATTLE CREEK

State: MI

Postal Code: 49014

Telephone #: 2699663368 ext.

Fax #: 2699620102

Email: KSSCHLEY@BATTLECREEKMI.GOV

defaults with State contact information

State Contact Name: K

State Contact Title: W

State Mail Name: KW

State Address Line 1:

State Address Line 2:

City:

State: MI

Postal Code:

State Telephone #: ext.

State Fax #:

State Email: xxx

Change of Status (continued)

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Be sure to include any necessary comments here. For turn-in, use this area to indicate which Disposition Services site you wish to return the property to. Just click in the box to place the cursor within and begin typing to input info.

Explanation/Disposal Instructions (max. 500): *

Submit COS request for approval

copy previous cos request information

Click on the "Submit" button when ready to submit.



DD FORM 1348-1A

- **Block 10:** Quantity Turned in
- **Block 22 and 23:** Signed by Disposition Site and Date of Turn-in
- Disposition Site Conditional Receipt Stamp is also acceptable

DD FORM 1348-1A, JUL 91 (EG) ISSUE RELEASE/RECEIPT DOCUMENT

1. DOC TYPE	2. PROJ	3. MAT	4. UNIT	5. QTY	6. SUPPLY	7. DIS	8. PROJ	9. R	10. D	11. A	12. U	13. P	14. M	15. U	16. D	17. C	18. D	19. C	20. M	21. U	22. D	23. S	24. S	25. S	26. S	27. S	28. S	29. S	30. S	31. S	32. S	33. S	34. S	35. S	36. S	37. S	38. S	39. S	40. S	41. S	42. S	43. S	44. S	45. S	46. S	47. S	48. S	49. S	50. S	51. S	52. S	53. S	54. S	55. S	56. S	57. S	58. S	59. S	60. S	61. S	62. S	63. S	64. S	65. S	66. S	67. S	68. S	69. S	70. S	71. S	72. S	73. S	74. S	75. S	76. S	77. S	78. S	79. S	80. S	81. S	82. S	83. S	84. S	85. S	86. S	87. S	88. S	89. S	90. S	91. S	92. S	93. S	94. S	95. S	96. S	97. S	98. S	99. S	100. S	101. S	102. S	103. S	104. S	105. S	106. S	107. S	108. S	109. S	110. S	111. S	112. S	113. S	114. S	115. S	116. S	117. S	118. S	119. S	120. S	121. S	122. S	123. S	124. S	125. S	126. S	127. S	128. S	129. S	130. S	131. S	132. S	133. S	134. S	135. S	136. S	137. S	138. S	139. S	140. S	141. S	142. S	143. S	144. S	145. S	146. S	147. S	148. S	149. S	150. S	151. S	152. S	153. S	154. 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24. DOCUMENT NUMBER: DTID 2YTN5P53140002

25. NATIONAL STOCK NO. 3: NSN 2340015309371

26. FC (U-S) SERIAL NUMBER: 619816599132

27. ADDITIONAL DATA: Special Instructions: All property must be turned into the Disposition Services Field Site listed no later than 30 days from document date. Property will not be removed from LEA inventory until property has been received.

28. LESO Approval: JOHNSON.BRENTNEL L.GENE.1097266340

29. RECEIVED BY: [Signature]

30. DATE RECEIVED: 13 JAN 2016

31. PHYSICAL CUSTODY RECEIPT COPY

32. DLA DISPOSITION SERVICES

33. FROM: ARGO POLICE DEPT

34. JAMES DOWNING Ph: 2053522120 xrgochief@gmail.com

35. 1108 JACKIACK ROAD

36. TRUSSVILLE AL 35173

37. TRUSSVILLE, AL 35173

38. FOR: USA TODAY ANNISTON (SY2054)

39. Digitally signed by JOHNSON.BRENTNELL.GENE.1097266340

40. DN: cn=US, o=U.S. Government, ou=DoD, ou=PKI, ou=DLA, cn=JOHNSON.BRENTNELL.GENE.1097266340

41. Date: 2015.11.10 09:30:05 -0500



INERT CERTIFICATES

- Certain items require Inert Certificate documentation:
 - Small Arms
 - Magazines
 - Barrels
 - Ammo Cans
 - Receivers
 - Other related items may apply
- Inert Certification Appointment Letter Located on the LESO Website:
- <http://www.dla.mil/DispositionServices/Offers/Rentilization/LawEnforcement/Forms.aspx>
- Inert Cert Appointment Letter **MUST** be included in the Packing Slip on the outside of package and inside the shipping container

AGENCY LETTERHEAD HERE

DATE: _____

MEMORANDUM FOR APPOINTMENT AS CERTIFIER AND/OR VERIFIER

Subject: Authorization to Certify/Verify specific items of supply as Free of Ammunition and Explosives

Authority: DoDM 4160.21 and DoDM 4160.28

The following individuals are technically qualified to be Certifier/Verifier for deeming items of supply as Free of Ammunition and Explosives:

AGENCY DODAAC: _____

PRINTED NAME: _____ SIGNATURE: _____

PRINTED NAME: _____ SIGNATURE: _____

PRINTED NAME: _____ SIGNATURE: _____

PRINTED NAME: _____ SIGNATURE: _____

PRINTED NAME: _____ SIGNATURE: _____

PRINTED NAME: _____ SIGNATURE: _____

POC is the undersigned.

Chief Law Enforcement Official (CLEO) or Designee:

Printed Name: _____

Signature: _____

Title: _____



INERT CERTIFICATES

- LESO will generate an Inert Certificate DD Form 1348-1a Turn-In document
- Bottom portion needs to be completed by the LEA's appointed Certifier and Verifier
- LESO will provide Turn-In document(s) in an email with a summary of turn-in guidance
- LEA gets document signed upon turn-in, just like a standard DD Form 1348-1a Turn-In document

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	00
A53 EA 00016 SK1293 N D H											TOTAL DOLLARS \$12.00										5.01 ITEM: ZYTHS										5.02 FROM: PENBROOK POLICE DEPT										5.03 TO: DLA DS SUSQUEHANNA																																																										
TURN-IN DOC NUM (DTID) 2YTH381030001																									8.00 DATE: 04 MAR 2018 8.01 DATE: 04 MAR 2018 8.02 DATE: 04 MAR 2018 8.03 DATE: 04 MAR 2018 8.04 DATE: 04 MAR 2018 8.05 DATE: 04 MAR 2018 8.06 DATE: 04 MAR 2018 8.07 DATE: 04 MAR 2018 8.08 DATE: 04 MAR 2018 8.09 DATE: 04 MAR 2018 8.10 DATE: 04 MAR 2018 8.11 DATE: 04 MAR 2018 8.12 DATE: 04 MAR 2018 8.13 DATE: 04 MAR 2018 8.14 DATE: 04 MAR 2018 8.15 DATE: 04 MAR 2018 8.16 DATE: 04 MAR 2018 8.17 DATE: 04 MAR 2018 8.18 DATE: 04 MAR 2018 8.19 DATE: 04 MAR 2018 8.20 DATE: 04 MAR 2018 8.21 DATE: 04 MAR 2018 8.22 DATE: 04 MAR 2018 8.23 DATE: 04 MAR 2018 8.24 DATE: 04 MAR 2018 8.25 DATE: 04 MAR 2018 8.26 DATE: 04 MAR 2018 8.27 DATE: 04 MAR 2018 8.28 DATE: 04 MAR 2018 8.29 DATE: 04 MAR 2018 8.30 DATE: 04 MAR 2018 8.31 DATE: 04 MAR 2018 8.32 DATE: 04 MAR 2018 8.33 DATE: 04 MAR 2018 8.34 DATE: 04 MAR 2018 8.35 DATE: 04 MAR 2018 8.36 DATE: 04 MAR 2018 8.37 DATE: 04 MAR 2018 8.38 DATE: 04 MAR 2018 8.39 DATE: 04 MAR 2018 8.40 DATE: 04 MAR 2018 8.41 DATE: 04 MAR 2018 8.42 DATE: 04 MAR 2018 8.43 DATE: 04 MAR 2018 8.44 DATE: 04 MAR 2018 8.45 DATE: 04 MAR 2018 8.46 DATE: 04 MAR 2018 8.47 DATE: 04 MAR 2018 8.48 DATE: 04 MAR 2018 8.49 DATE: 04 MAR 2018 8.50 DATE: 04 MAR 2018 8.51 DATE: 04 MAR 2018 8.52 DATE: 04 MAR 2018 8.53 DATE: 04 MAR 2018 8.54 DATE: 04 MAR 2018 8.55 DATE: 04 MAR 2018 8.56 DATE: 04 MAR 2018 8.57 DATE: 04 MAR 2018 8.58 DATE: 04 MAR 2018 8.59 DATE: 04 MAR 2018 8.60 DATE: 04 MAR 2018 8.61 DATE: 04 MAR 2018 8.62 DATE: 04 MAR 2018 8.63 DATE: 04 MAR 2018 8.64 DATE: 04 MAR 2018 8.65 DATE: 04 MAR 2018 8.66 DATE: 04 MAR 2018 8.67 DATE: 04 MAR 2018 8.68 DATE: 04 MAR 2018 8.69 DATE: 04 MAR 2018 8.70 DATE: 04 MAR 2018 8.71 DATE: 04 MAR 2018 8.72 DATE: 04 MAR 2018 8.73 DATE: 04 MAR 2018 8.74 DATE: 04 MAR 2018 8.75 DATE: 04 MAR 2018 8.76 DATE: 04 MAR 2018 8.77 DATE: 04 MAR 2018 8.78 DATE: 04 MAR 2018 8.79 DATE: 04 MAR 2018 8.80 DATE: 04 MAR 2018 8.81 DATE: 04 MAR 2018 8.82 DATE: 04 MAR 2018 8.83 DATE: 04 MAR 2018 8.84 DATE: 04 MAR 2018 8.85 DATE: 04 MAR 2018 8.86 DATE: 04 MAR 2018 8.87 DATE: 04 MAR 2018 8.88 DATE: 04 MAR 2018 8.89 DATE: 04 MAR 2018 8.90 DATE: 04 MAR 2018 8.91 DATE: 04 MAR 2018 8.92 DATE: 04 MAR 2018 8.93 DATE: 04 MAR 2018 8.94 DATE: 04 MAR 2018 8.95 DATE: 04 MAR 2018 8.96 DATE: 04 MAR 2018 8.97 DATE: 04 MAR 2018 8.98 DATE: 04 MAR 2018 8.99 DATE: 04 MAR 2018 8.00 DATE: 04 MAR 2018																																																																										
NSN 1005009215004																									1.1 FROM: MAGAZINE, CARTRIDGE 1.2 TO:																																																																										
SERIAL NUMBER NA																									PROPERTY#: LM00010427 RQN#: H9DEB1-2254-4322 DISPOSAL#: 2YTH381030001 FROM: PENBROOK POLICE DEPT DAVID HIESTER PH: 7172323844 dhiester@penbrook.org 150 SOUTH 28TH STREET HARRISBURG PA 17103 HARRISBURG, PA 17103 TO: DLA DS SUSQUEHANNA (SK1293)																																																																										

THE LAW ENFORCEMENT AGENCY MUST COMPLETE THE INERT CERTIFICATION PRIOR TO SHIPPING MATERIAL

-- LAW ENFORCEMENT AGENCY INERT CERTIFICATION --

CERTIFICATION STATEMENT: The property associated with this DTID has been inspected by the certifier and independently re-inspected by the verifier and to the best of our knowledge is free of Ammunition and Explosives.

SIGNATURE (Certified By): _____ DATE: _____

PRINTED NAME/RANK: _____

PHONE: _____

ADDRESS: _____

SIGNATURE (Verified By): _____ DATE: _____

PRINTED NAME/RANK: _____

PHONE: _____

ADDRESS: _____

REFERENCE: DoDM 4160.28, VOL 3 AND DoDM 4160.21 CURRENT EDITIONS



- DLA has identified certain Federal Supply Classes (FSCs) as “Critical FSCs”
- If an item from those FSCs has a Local Stock Number (LSN) instead of a standard Nation Stock Number (NSN), the LEA is required to submit a Clear Text Statement during the turn-in process
- Most required information can be obtained from FEPMIS or from the property itself
- LEA can reach out to DLA Disposition Services Site for assistance

CRITICAL FSCs

CRITICAL FSC'S / FSG'S
(FEDERAL STOCK CLASSES /GROUPS)
REFERENCE: DRMS-4 4160.14, VOLUME II, CHAPTER 2

When turning in to DRMO's with a Local Stock Number (LSN) customers must ensure all effort is made to identify the item to the correct National Stock Number (NSN). If no NSN is available, customers must adhere to the following policy on critical FSGs/FSCs. DRMOs will validate property at time of turn-in to the maximum extent feasible. All usable material in the following critical/sensitive FSGs/FSCs must be turned in to the DRMO with its assigned, valid NSN when available:

FSGs 10, 11, 12, 13, and 14

and 1560, 1670, 1710, 1720, 1810, 1820, 1830, 1840, 1905, 2305, 2330, 2350, 2840, 2845, 2915, 3690, 4230, 4470, 4921, 4923, 4925, 4927, 4931, 4933, 4935, 4960,

(5810 and 5811 equipment, which is classified or designated CCLI is the responsibility of the owning military service)

5820, 5821, 5825, 5826, 5840, 5841, 5845, 5850, 5855, 5860, 5865, 5963, 5985, 5998, 5999, 6615, 6920, 6930, 6940, 8470, and 8475

When property in the above critical/sensitive FSGs/FSCs is received with an LSN it must meet the following criteria. A LSN may be accepted only when the material cannot be identified to a valid NSN in FEDLOG. At a minimum, record positions 8 through 22 of the DTID (DD 1348-1A) will contain the Federal Supply Class (FSC), NATO codification bureau code, and noun / nomenclature and/or part number. Due to national security concerns, the critical FSGs/FSCs listed in this brochure require a higher degree of documentation. When these items are not assigned an NSN, the DTID must include: the appropriate FSC, valid part number, manufacturer's name nomenclature that accurately describes the item to include declassification, removal of COMSEC components, and item application and a clear-text statement explaining why the NSN is not included.

This information may be annotated directly on the DTID or securely attached to the DTID.

The DTID for any property turned in with a LSN without an assigned DEMIL code must include the clear-text DEMIL statement. Generating activities may request assistance of the DRMO, DRMS, DLA or the item manager for the FSG/FSC to determine the appropriate statement that is required.

NSNs may not be changed to LSNs unless approved by the Property Management Branch (PMB) or the DRMO Chief. Only on rare occasions should this change be made, such as when the NSN on the DTID does not appear in DAISY or other acceptable situations. A statement or reason as to why the NSN was changed to a LSN should be annotated on the DTID and initialed by the approving supervisor.

LSN
(LOCAL STOCK NUMBER)
CLEAR TEXT STATEMENT
REFERENCE: DRMS-4 4160.14, VOLUME II, CHAPTER 2, SECTION 1

FSGs / FSCs VALID PART NUMBER

MANUFACTURER NAME

NOMENCLATURE

END ITEM APPLICATION

CLEAR TEXT STATEMENT WHY NSN IS NOT INCLUDED

EXPLANATION FOR DEMIL CODE: DOD 4160.21-M-1 APPENDIX 3 PAR A & B
ACTIONS FOR ASSIGNMENT OF LSN: THE LSN ASSIGNED TO THIS DTID IS VALID
EXPLANATION OF RESEARCH: A THOROUGH SEARCH WAS CONDUCTED OF ALL AVAILABLE FED LOG'S AND CD'S WITHOUT ANY MAKES OF NEITHER THE MANUFACTURER CODE NOR PART NUMBER / ITEM WAS PURCHASED LOCALLY.

THIS ITEM IS A DEMIL	<input type="text"/>	DTID (DISPOSAL TURN-IN DOCUMENT NUMBER)	<input type="text"/>	DoDAAC	<input type="text"/>	JULIAN DATE	<input type="text"/>	SER. NO.	<input type="text"/>	SUFFIX	<input type="text"/>
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GENERATOR UNIT NAME

PHONE NUMBERS EMAIL

POC SIGNATURE

DATE & TIME PRINT NAME



COMPUTERS AND LAPTOPS

- LESO will provide a 1348 Turn-In document and DLA Form 2500 (Certification of Hard Drive Disposition)
- Include required statement on 1348 Turn-In document or an accompanying document
- Recommend removing Hard Drive before returning to DLA Disp Svcs

[Print Form](#)
[Email Form](#)
[Clear](#)
[Export Data](#)
[Import Data](#)
[About](#)
[Check for Newer Version](#)
[Contact Us](#)

<p style="text-align: center;">CERTIFICATION OF HARD DRIVE DISPOSITION</p> <p><input type="checkbox"/> Check if hard drive or similar data storage components have been removed.</p> <p><i>This certifies this hard drive:</i> Serial No. _____ Barcode No. _____ Make/Model _____ was <i>Overwritten / Degaussed / Destroyed in accordance with DoD Memo dated June 4, 2001, "Disposition of Unclassified DoD Computer Hard Drives", on (Date)</i> Software / Degausser _____ <small>(Manufacturer, Product Version, Date)</small> Method of Destruction _____ <small>(e.g., approved metal destruction facility)</small> DTID No. / Hand Receipt No. _____ Generator Name _____ Phone _____ Email _____ Printed Name _____ Rank/Grade _____ Signature _____ Date _____ DLA FORM 2500, APR 2013 (Replaces all similar forms) hide this label</p>	<p style="text-align: center;">CERTIFICATION OF HARD DRIVE DISPOSITION</p> <p><input type="checkbox"/> Check if hard drive or similar data storage components have been removed.</p> <p><i>This certifies this hard drive:</i> Serial No. _____ Barcode No. _____ Make/Model _____ was <i>Overwritten / Degaussed / Destroyed in accordance with DoD Memo dated June 4, 2001, "Disposition of Unclassified DoD Computer Hard Drives", on (Date)</i> Software / Degausser _____ <small>(Manufacturer, Product Version, Date)</small> Method of Destruction _____ <small>(e.g., approved metal destruction facility)</small> DTID No. / Hand Receipt No. _____ Generator Name _____ Phone _____ Email _____ Printed Name _____ Rank/Grade _____ Signature _____ Date _____ DLA FORM 2500, APR 2013 (Replaces all similar forms) hide this label</p>
<p style="text-align: center;">CERTIFICATION OF HARD DRIVE DISPOSITION</p> <p><input type="checkbox"/> Check if hard drive or similar data storage components have been removed.</p> <p><i>This certifies this hard drive:</i> Serial No. _____ Barcode No. _____ Make/Model _____ was <i>Overwritten / Degaussed / Destroyed in accordance with DoD Memo dated June 4, 2001, "Disposition of Unclassified DoD Computer Hard Drives", on (Date)</i> Software / Degausser _____ <small>(Manufacturer, Product Version, Date)</small> Method of Destruction _____ <small>(e.g., approved metal destruction facility)</small> DTID No. / Hand Receipt No. _____ Generator Name _____ Phone _____ Email _____ Printed Name _____ Rank/Grade _____ Signature _____ Date _____ DLA FORM 2500, APR 2013 (Replaces all similar forms) hide this label</p>	<p style="text-align: center;">CERTIFICATION OF HARD DRIVE DISPOSITION</p> <p><input type="checkbox"/> Check if hard drive or similar data storage components have been removed.</p> <p><i>This certifies this hard drive:</i> Serial No. _____ Barcode No. _____ Make/Model _____ was <i>Overwritten / Degaussed / Destroyed in accordance with DoD Memo dated June 4, 2001, "Disposition of Unclassified DoD Computer Hard Drives", on (Date)</i> Software / Degausser _____ <small>(Manufacturer, Product Version, Date)</small> Method of Destruction _____ <small>(e.g., approved metal destruction facility)</small> DTID No. / Hand Receipt No. _____ Generator Name _____ Phone _____ Email _____ Printed Name _____ Rank/Grade _____ Signature _____ Date _____ DLA FORM 2500, APR 2013 (Replaces all similar forms) hide this label</p>
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Prescribed by: ASOD Memorandum; Sponsor: Disposition Services



QUESTIONS?

- If you have any questions, please contact your State Coordinator
- State Coordinator Locator Map can be located on the LESO Website:
 - <http://www.dla.mil/DispositionServices/Offers/Reutilization/LawEnforcement/SCLocatorMap.aspx>