



DEFENSE LOGISTICS AGENCY

Established 1961

LESO Annual Inventory



THE NATION'S LOGISTICS COMBAT SUPPORT AGENCY

PEOPLE ★ PRECISION ★ POSTURE ★ PARTNERSHIPS WARFIGHTER ALWAYS



- Definitions
- Inventory Background
- Inventory Preparation
- LEA Tasks
- State Coordinator Inventory Guidebook
- Post Inventory Actions



Annual Certification – Each State and Law Enforcement Agency (LEA) are required to conduct an annual physical inventory on all equipment obtained through the LESO Program. The Annual Inventory begins July 1st each year. Consult your State Coordinator for your State's internal due date.

Controlled Equipment – As defined in your State Plan of Operation, equipment obtained through the LESO Program with a DEMIL code of B, C, D, E, F, G and Q3 will remain in assigned status for the entire time that the LEA has the equipment. LEAs must use adequate security and accountability measures for all controlled equipment.

DEMIL code A and Q6 equipment is conditionally transferred to the LEA and will be controlled for one year from the ship date. The LEA must account for this equipment for one inventory cycle, and after one year, the equipment will systematically be placed in a closed status on the LEA inventory.



FEPMIS – Federal Excess Property Management Information System. FEPMIS is used to provide accountability and management of controlled equipment which is conditionally transferred to LEAs participating in the LESO Program.

Modify – The process by which an LEA and State Coordinator can update item attributes or transfer items from LEA-to-LEA within the state.

Partial Receipt – Completed when an LEA receives less than the full quantity of an item they were originally approved for. Supporting documentation is helpful to the LESO for partial receipts (i.e., email from the DLA Disposition Services site the items were shipped from).



Split – The process by which an LEA and/or State Coordinator can separate one or more items from the total quantity of a parent record into two or more separate records within LESO FEPMS. The split functionality is found within the modify queue in LESO FEPMS.

Supply Condition Code (CC) – Used to classify material in terms of readiness for issue/use or to identify action underway to change the status of material. In simple terms, CC – A is “Brand new in the box”, while CC – H is “Not Serviceable for any use”.

Zero Receipt – This type of receipt is completed when an LEA does not receive any of the equipment they were originally approved for. Supporting documentation is required by the LESO before the zero receipt will be approved.



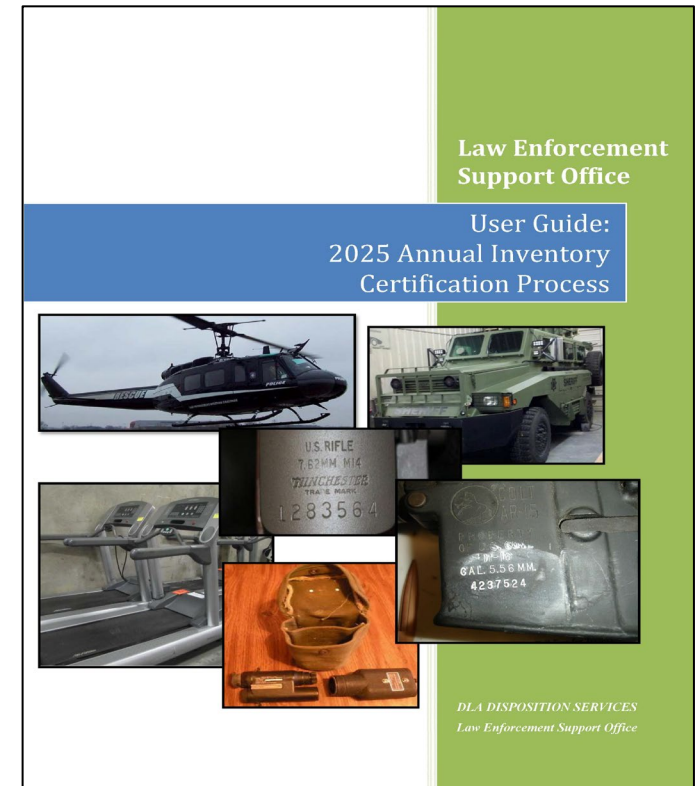
LESO Inventory Background

Annual Inventory History

- FY11 Small Arms only
- FY12 100% LESO inventory
- FY13 first FEPMIS inventory
- In 2020, the inventory shifted to July 1 through Sept 30 (Small Arms only)
- In 2021, the inventory returned to all assigned property requirement and is continuing now in 2025

Purpose

- **Hands on inventory for all LEAs**
- Verify Station information and documentation is accurate
- Identify and correct any discrepancies
- Maintain compliance with the law



In Preparation for the Inventory



- Communicate with your agencies. If there are disbanded agencies, or agencies that want out of the Program, work with them to Turn-In or Transfer property and deactivate their DoDAAC
- June 1 – LESO will no longer approve Turn-Ins or Transfers of property (only approved case-by-case)
- Agency POCs need to ensure their Login.gov, iNAP, and FEPMIS accounts are active, and they are assigned the proper roles
 - SC's Office should provide all necessary guides to their participating agencies
- July 1 – LESO stops DEMIL A and Q6 from going into a CLOSED status and pulls the static inventory, which contains all property in FEPMIS not in CLOSED status. **LESO will email the SC's Office when the inventory is officially underway**

2025 LESO Annual Inventory LEA Inventory Guide



Law Enforcement
Support Office

User Guide:
2025 Annual Inventory
Certification Process



DLA DISPOSITION SERVICES
Law Enforcement Support Office

**Created to assist
Agencies as they
work towards
completing the
Annual Inventory
process.**



LEA Tasks – Starting the Annual Inventory



LESO FEPMIS

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[User Management](#)
[Query Property](#)
[Queries and Reports](#)

[Logoff](#)

Email: LESO@DLA.MIL
Phone: 800.532.9946
Fax: 269.961.4431
IIA Helpdesk
(866) 224-7677

Welcome to LESO FEPMIS

LESO FEPMIS

ATTENTION LESO FEPMIS USERS

DATE: 2022-11-01

By using this inventory management system, Law Enforcement Agencies (LEA) agree to abide by the terms and conditions as set forth in the current LESO Program State Plan of Operation (SPO) and SPO Addendum. Contact your State Coordinators office if you have questions related to the LESO Program or the SPO or SPO Addendum



The Law Enforcement Support Office (LESO) has adopted the Enterprise 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.

ATTENTION LESO FEPMIS USERS

DATE: 2022-04-01

NOTE: IIA Helpdesk should be contacted for account access issues. All other LESO FEPMIS issues should be directed to your State Coordinator. If the State Coordinator cannot resolve your issue then the State Coordinator should contact the LESO HQ.

NOTE: All DLA access questions (ie DLA Enterprise External Business Portal, DLA AMPS) should be directed to the DISA Global Service Desk (GSD) Toll Free: 844-DISA-HLP (844.347.2457) **Press 5, then speak or enter D-L-A**

DOD DLA Disposition Services LESO

Training Material; Find Your State Coordinator; and Other Helpful Information

DLA Enterprise External Business Portal

DLA AMPS

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. PLEASE CONTACT YOUR STATE COORDINATOR.

LESO FEPMIS - IIA Helpdesk Online

S9DS061

Your last logon was on: 01/19/2023 13:56:39

Alerts

For all LESO FEPMIS questions please contact your State Coordinator

ATTENTION LESO FEPMIS USERS

Commerce Control List (CCL) Items

Upon title transfer of property, LEAs will consult with Departments of State and Department of Commerce Export Control Regulators about the type of export controls that apply to the item, regardless of DEMIL code. LEAs may request a formal Commodity Classification from the Department of Commerce, Bureau of Industry and Security, or submit a General Correspondence request to the Department of State, Directorate of Defense Trade Controls. Information on managing exports of Commerce Control List (CCL) items can be found at the Bureau of Industry and Security (BIS) website

All active LEAs are required to complete the Station Verification page.

Once logged in to LESO FEPMIS, select “LESO Inventory” on the left side of the page.



LEA Training Guidebook

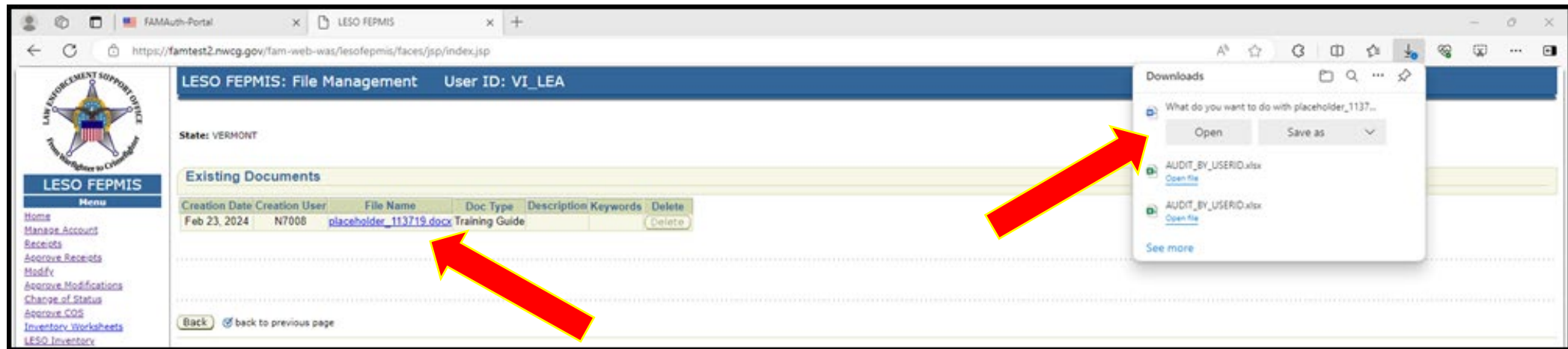
The screenshot shows the LESO FEPMIS Search LESO Certification page. The top navigation bar includes the LESO FEPMIS logo, a menu, and a 'Training Guide' button highlighted with a red arrow. The main content area contains search filters for State (VERMONT), Division (DEFAULT_DIV_VT), Subdivision (DEFAULT_SUBDIV_VT), Station (HARTFORD POLICE DEPT), and Sort Order (Item Name). There are also checkboxes for 'Inventory Search Filter' (Inventoried Items, Not Inventoried Yet, Both) and buttons for 'Submit', 'Create Certification Report', and 'Clear'. The bottom of the page displays inventory dates and a 'Logout' link.

The LEA Training Guidebook is available in the LESO Inventory module.

Select the “Training Guide” button at the top of the screen.



LEA Training Guidebook



Select the LEA Training Guidebook, highlighted in blue.

If prompted, select “Open” in the Downloads window.



LEA Tasks – Starting the Annual Inventory



LESO FEPMIS
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[Logoff portal](#)

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

LESO FEPMIS: Search LESO Certification User ID: MI_LEA1

LESO Certification Search LESO Certification Search Results

State: * MICHIGAN ▾

Division: * DEFAULT_DIV_MI ▾

Subdivision: * DEFAULT_SUBDIV_MI ▾

Station: * ALLEGAN COUNTY SHERIFF DEPT ▾

Inventory Search Filter: ☐ Inventoried Items ☐ Not Inventoried Yet ☒ Both

Submit 

Create Certification Report ☒ create certification report. Check for a station's detail report. Please be patient - the report generation is a time-consuming process

Clear ☒ reset form values

Inventory Begin Date: 09/27/2017 Inventory Due Date: 01/31/2018 Inventory Countdown: Overdue!

[LESO Certification Search](#) | [LESO Certification Search Results](#)

If not already pre-populated, complete the drop-downs to select your station.

Select the Submit button to begin the certification process.



LEA Tasks – Certifying Station Information



LESO FEPMIS
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- LESO Inventory
- Station Maint Utility
- User Management
- Query Property
- Queries and Reports

Logout

Email: LESO@DLA.MIL
Phone: 800.532.9046
Fax: 269.961.4431
TIA Helpdesk
(866) 224-7677

LESO FEPMIS: Verify Station Information User ID: VI_LEA

LESO Certification Search Station

This is a required verification, once a year, of station information. Please review for accuracy and submit any changes.

Verify and Submit ☒ verify and submit station edits [Back](#)

Station Information:
Changes to this section require submission of new Application for Participation to your State Coordinator

DODAAC: 2YTTP9
Station Name: HINDS COMMUNITY COLLEGE POLICE
Address Line 1: 501 EAST MAIN STREET
City: RAYMOND
Zip: 39154
State: MS
Station Type: State
Chief Law Enforcement Official (CLEO): 2YTTP9 CLEO
Email Address:
Number of Officers: 19 ☒ Only includes compensated Full-Time and Part-Time Officers.

IS THE ABOVE STATION INFORMATION ACCURATE?
☐ Yes ☐ No

Please verify and update as required

Station Primary Phone Number:
HIDTA: ☐ Yes ☒ No
County: ☐ Optional: Show counties for the entire state If your County is not listed please contact the LESO HQ or your State Coordinator

[2025-310]BY INITIALING THE BOX BELOW LEA's CERTIFY THEY WILL COMPLY WITH 10 U.S. CODE 2576a FOR ALL CONTROLLED EQUIPMENT.

[2025-311]I certify with the authorization of the relevant local governing body or authority, that my agency has adopted publicly available protocols for the appropriate use of controlled property, the supervision of such use, and the evaluation of the effectiveness of such use, including auditing and accountability policies; and that it provides annual training to relevant personnel on the maintenance, sustainment, and appropriate use of controlled property including respect for the rights of citizens under the Constitution of the U.S. and de-escalation of force.

[2025-336]DOCUMENTATION VERIFICATION

[2025-312]I certify that my Law Enforcement Agency (LEA) is abiding by the current version of the LESO approved State Plan of Operation (SPO) and/or SPO Addendum(s) and our SPO and/or SPO Addendum(s) is up to date and signed by the State Coordinator's Office and the current CLEO or designee. In Addition, the LEA has a signed copy of the current SPO and/or any SPO Addendum(s) on file.

☐ [2025-313]The Application for Participation is up to date or a new Application will be submitted [Application for Participation for State LEAs Option B v 3 16 2017 080945.pdf](#)

☒ [2025-314]Verify the listed Chief Law Enforcement Official (CLEO) above is up to date or a new Application will be submitted to your State Coordinator

☐ [2025-341]I KEVIN-1 STEWART-1 certify the aforementioned information is correct and that all 1033 Program equipment is within State Plan of Operation allocation limit

Verify and Submit ☒ verify and submit station edits [Back](#)

LESO Certification Search Station

Ensure all information on this page is accurate.

If any information is inaccurate, select the NO button.

A new Application for Participation will need to be completed and submitted to the SC's Office to correct any information. Please contact your SC's Office with any questions.



LEA Tasks – Certifying Station Information



LESO FPMIS

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[Logoff](#)

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Fax: 269.961.4431
IIA Helpdesk
(866) 224-7677

LESO FPMIS: Verify Station Information

famtest2.nwcg.gov says

*** PLEASE SUBMIT A NEW APPLICATION FOR PARTICIPATION TO YOUR STATE POINT OF CONTACT TO UPDATE STATION INFORMATION ***

This is a required verification step. Please review for accuracy and submit any changes.

☒ verify and submit station edits

Station Information:

Changes to this section require submission of new Application for Participation to your State Coordinator

DODAAC: 2YT0A6

Station Name: DILLON POLICE DEPT

Address Line 1: 401 WEST MAIN STREET

City: DILLON

Zip: 29536

State: SC

Station Type: State

Chief Law Enforcement Official (CLEO): DILLONCLEO

Number of Officers: 20 ☒ Only includes compensated Full-Time and Part-Time Officers.

IS THE ABOVE STATION INFORMATION ACCURATE?

☐ Yes ☐ No

Please verify and update as required

Station Primary

4/15/2022

If the Station User selects [NO] they will get a pop-up message on their screen.
Click the OK button.



LEA Tasks – Certifying Station Information

[Non-DoD Source] LESO FEPMIS NOTIFICATION: VI-VI DEPT OF JUSTICE(2YT01K) Station information is inaccurate for Fiscal Year 2021 - Message (Plain Text)

File Message Help Acrobat Tell me what you want to do

Delete Archive Move Reply Reply All Forward Telework Mark Unread Find Read Aloud Immersive Reader Zoom

[Non-DoD Source] LESO FEPMIS NOTIFICATION: VI-VI DEPT OF JUSTICE(2YT01K) Station information is inaccurate for Fiscal Year 2021

DoNotReply@fs.fed.us
To [Redacted]

Fri 4/29/2022 9:55

The user VI_LEA has indicated the below station information is inaccurate for Fiscal Year 2021 on 04/29/2022.

NOTICE: User MUST submit a new application for participation to update station information as needed.

STATION DETAILS:

DODAAC: 2YT01K
Station Name: VI DEPT OF JUSTICE
48B-50C KRONPRINDSENS GADE
ST. THOMAS,VI null

Primary Phone: 5281231456
Station Type: State
HIDTA: Yes
Chief Executive Officer: test cleo vi1
Number Of Officers: 10

County: St. Croix
Contact Email: null
Fax: null
Comment: null

Last Verified User: VI_LEA
Last Verified Date: 04/29/2022 08:55:01
Accurate: No

If the Station User selected [NO], all active users for the Station and State will get an email notification stating a new Application for Participation must be submitted.

LEA Tasks – Certification Statements



LESO FEPMIS: Verify Station Information User ID: VI_LEA

LESO Certification Search | Station

This is a required verification, once a year, of station information. Please review for accuracy and submit any changes.

Verify and Submit ☒ verify and submit station edits

Station Information:
Changes to this section require submission of new Application for Participation to your State Coordinator

DODAAC: 2YTPR9
Station Name: HINDS COMMUNITY COLLEGE POLICE
Address Line 1: 501 EAST MAIN STREET
City: RAYMOND
Zip: 39154
State: MS
Station Type: State
Chief Law Enforcement Official (CLEO): 2YTPR9 CLEO
Email Address: test.test@notvalid.com.com
Number of Officers: 19 ☒ Only includes compensated Full-Time and Part-Time Officers.

IS THE ABOVE STATION INFORMATION ACCURATE?
☐ Yes ☐ No

Please verify and update as required

Station Primary Phone Number: (601) 857-3270
HIDTA: ☐ Yes ☒ No
County: Hinds County ☐ Optional: Show counties for the entire state If your County is not listed please contact the LESO HQ or your State Coordinator

[2025-310]BY INITIALING THE BOX BELOW LEA's CERTIFY THEY WILL COMPLY WITH 10 U.S. CODE 2576a FOR ALL CONTROLLED EQUIPMENT.

[2025-311]I certify with the authorization of the relevant local governing body or authority, that my agency has adopted publicly available protocols for the appropriate use of controlled property, the supervision of such use, and the evaluation of the effectiveness of such use, including auditing and accountability policies; and that it provides annual training to relevant personnel on the maintenance, sustainment, and appropriate use of controlled property including respect for the rights of citizens under the Constitution of the U.S. and de-escalation of force.

[2025-336]DOCUMENTATION VERIFICATION

[2025-312]I certify that my Law Enforcement Agency (LEA) is abiding by the current version of the LESO approved State Plan of Operation (SPO) and/or SPO Addendum(s) and our SPO and/or SPO Addendum(s) is up to date and signed by the State Coordinator's Office and the current CLEO or designee. In Addition, the LEA has a signed copy of the current SPO and/or any SPO Addendum(s) on file.

[2025-313]The Application for Participation is up to date or a new Application will be submitted [Application for Participation for State LEAs Option B v 3 16 2017 080945.pdf](#)

[2025-314]Verify the listed Chief Law Enforcement Official (CLEO) above is up to date or a new Application will be submitted to your State Coordinator

[2025-341]I KEVIN-1 STEWART-1 certify the aforementioned information is correct and that all 1033 Program equipment is within State Plan of Operation allocation limit

Verify and Submit ☒ verify and submit station edits

LESO Certification Search | Station

After reviewing station information, review the Certification Statements and ensure all 5 boxes have a check mark. If the user checks the last box at the bottom of the page, it will automatically check all boxes.

Click Verify and Submit to complete the Station Verification process.

LEA Tasks – Pending Receipts





LESO FEPMIS

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[Logoff portal](#)

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

LESO FEPMIS: Receipt Property Items List User ID: MI_LEA1

[LESO Certification Search](#) [Receipt Property Overdue List](#)

Overdue pending receipts - process overdue pending receipts prior to beginning certification.

Requisition Number	Station	NSN	Item Name	Serial Number	QTY Requested
2YTAF1-2357-6890	ALLEGAN COUNTY SHERIFF DEPT (2YTAF1)	4220-01-461-1420	LIFE PRESERVER, VEST		10
2YTAF1-5197-A001	ALLEGAN COUNTY SHERIFF DEPT (2YTAF1)	1520-01-385-3844	HELICOPTER, FLIGHT TRAINER	2112	1

[LESO Certification Search](#) | [Receipt Property Overdue List](#)

If the LEA has pending receipts, the user will be taken to the Property Receipt page.

To complete any pending receipts, follow the receipt process outlined in the Receipt Guide on the LESO website:

<https://www.dla.mil/Portals/104/Documents/DispositionServices/LESO/ReceiptingforProperty.pdf>

LEA Tasks – Pending Receipts





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

Application Status Messages: ☒ receipt and identification notifications

Items to be Receipted
Requisition#: 2YTAF1-5197-A001
Station: ALLEGAN COUNTY SHERIFF DEPT
DoDAAC: 2YTAF1
Carrier:
Package Identifier:
Tracking Number:

Some property types require image uploads during identification. Please be sure to have them available before you identify the property

There are no items available for receipt

Items to be Identified

There are no items available for identification

[Receipt Property Overdue List](#) | [Receipt Property Items](#) | [Receipt Property Breakdown](#) | [Receipt Item](#)

When Pending Receipts are completed, the system provides a message that there are no items available for receipt.

Select “LESOPMIS Inventory” on the left side to proceed to Property Certification.



LEA Tasks – Physical Verification and Electronic Certification of Property



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Fax: 269.961.4431
Password Reset:
866.224.7677 opt #4

LESO FEPMS: Search LESO Certification User ID: MI_LEA1

LESO Certification Search LESO Certification Search Results

State: * MICHIGAN

Division: * DEFAULT_DIV_MI

Subdivision: * DEFAULT_SUBDIV_MI

Station: * ALLEGAN COUNTY SHERIFF DEPT

Inventory Search Filter: ☐ Inventoried Items ☐ Not Inventoried Yet ☒ Both

Submit

Create Certification Report ☒ ☐ create certification report. Check for a station's detail report. Please be patient - the report generation is a time-consuming process

Clear ☒ reset form values

Inventory Begin Date: 09/27/2017 Inventory Due Date: 01/31/2018 Inventory Countdown: Overdue!

LESO Certification Search | [LESO Certification Search Results](#)

If not already pre-populated, complete the drop-downs to select your station.

Select the Submit button to begin the Property Certification process.



**Very Important!
Stop and Read This!**

If an item is lost and cannot be located,
please do not certify the item.

DO NOT certify a property item if you do not have
PHYSICAL possession of it.

If the property item cannot be located, contact your SC's
Office immediately to receive further guidance concerning
the property loss reporting process.

Please continue to certify the rest of your property items
that you have physically verified.

LEA Tasks – Physical Verification and Electronic Certification of Property





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- Query Property
- Weapons
- Queries and Reports

Logout Portal

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

LESO FEPMIS: LESO FEPMIS Property Certification User ID: MI_LEA1

LESO Certification Search LESO Certification Search Results

State: MICHIGAN
Division: DEFAULT_DIV_MI
SubDivision: DEFAULT_SUBDIV_MI
Station: ALLEGAN COUNTY SHERIFF DEPT
Search Filter: Both

A 'N' in the Inventoried column indicates the property has not been inventoried in the last year.

Property#	Requisition#	Station	NSN	Item Name	Serial Number	Last Cert Date	Inventoried	Images	Requires	Additional	Photos	Certify/Update
16123MI00001	H9DEB1-2091-8897	ALLEGAN COUNTY SHERIFF DEPT	1005-01-562-1866	ADAPTER RAIL WEAPON MOUNTED	NULL		N			N		Certify
16167MI00003	H9DEB1-2091-8897	ALLEGAN COUNTY SHERIFF DEPT	1005-01-452-3527	ADAPTER RAIL WEAPON MOUNTED, M4	POP1		N			N		Certify
LM00006690	H9DEB1-2105-2999	ALLEGAN COUNTY SHERIFF DEPT	1005-01-452-3527	ADAPTER RAIL WEAPON MOUNTED, M4	LM00006690		N			N		Certify
LM00006790	H9DEB1-2091-8897	ALLEGAN COUNTY SHERIFF DEPT	1005-01-452-3527	ADAPTER RAIL WEAPON MOUNTED, M4	NULL		N			N		Certify
14279SC00001	FOUND	ALLEGAN COUNTY SHERIFF DEPT	1510-DS-FIX-WNGA	AIRCRAFT, FIXED WING	14279SC00001		N			N		Certify
15043MI00001	2YTAF1-5043-A001	ALLEGAN COUNTY SHERIFF DEPT	1510-01-005-5461	AIRPLANE, CARGO-TRANSPORT	123XYZ		N					Certify
LM00024029	H9DEB1-2159-0060	ALLEGAN COUNTY SHERIFF DEPT	1005-01-233-8529	BARREL AND FRONT SIGHT ASSE...	NULL		N	1				Certify
LM00007353	H9DEB1-2098-9242	ALLEGAN COUNTY SHERIFF DEPT	1240-01-499-3547	BINOCULAR	NULL		N			N		Certify
LM00007354	H9DEB1-2098-9243	ALLEGAN COUNTY SHERIFF DEPT	1240-01-499-3547	BINOCULAR	NULL		N			N		Certify
LM00007455	H9DEB1-2035-7076	ALLEGAN COUNTY SHERIFF DEPT	1240-01-361-1318	BINOCULAR	NULL		N			Y		Certify
LM00020976	H9DEB1-2035-7075	ALLEGAN COUNTY SHERIFF DEPT	1240-01-207-5787	BINOCULAR	NULL		N			N		Certify
13143MI07	2YT08Y-3127-4819	ALLEGAN COUNTY SHERIFF DEPT	6720-DS-CAM-ERA2	CAMERA, STILL PICTURE	NA		N			N		Certify
13162MI10	2YT0YE-3127-4673	ALLEGAN COUNTY SHERIFF DEPT	1080-01-475-0696	CAMOUFLAGE NET SYSTEM, RADAR...	NA		N			N		Certify
15065MI00002	2YT0YE-3127-4673	ALLEGAN COUNTY SHERIFF DEPT	1080-01-475-0696	CAMOUFLAGE NET SYSTEM, RADAR...	00000		N			N		Certify
2504	2YT1WK-3137-8734	ALLEGAN COUNTY SHERIFF DEPT	6515-D5-MED-ICAL	MEDICAL KIT	1111111		N			N		Certify
15310MI00001	2YTAF1-5309-A001	ALLEGAN COUNTY SHERIFF DEPT	1520-01-520-6275	HELICOPTER, SEARCH AND RESCUE	WRTEST		N			N		Certify
LM00006691	H9DEB1-2105-3028	ALLEGAN COUNTY SHERIFF DEPT	5855-01-540-1185	ILLUMINATOR, INTEGRATED, SMAI...	NULL		N			N		Certify
LM00007124	H9DEB1-2126-6324	ALLEGAN COUNTY SHERIFF DEPT	6230-01-588-8427	LIGHT KIT, WEAPONS	NULL		N			N		Certify

All property requiring certification will show here.

Notice the column named 'Inventoried'. Y = Yes and N = No.

If the property needs to be certified, you will see an 'N' in this column.

Select the Certify button for each property number to proceed with certification.



LEA Tasks – Physical Verification and Electronic Certification of Property



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[Logout](#)

Email: LESO@DLA.MIL
Phone: 800.532.9946
Fax: 269.961.4431
ITA Helpdesk
(866) 224-7677

LESO FEPMIS: Certify LESO Property User ID: VI_LEA

LESO Certification Search LESO Certification Search Results **Certify**

Property #: 17263VI00003
Commodity Type: WEAPON
Property Status: PENDING
Approval Process: MODIFY PROPERTY
Approval Status: PENDING APPROVAL
Organization Level: State
Acquisition Doc#: 000000-0000-0000
DTID: 000000-0000-0000
Qty: 1
Cost: \$138.00
FSC: 1005 - Guns, through 30mm
Item Name: RIFLE, 7.62 MILLIMETER
Additional Description: RIFLE, 7.62 MILLIMETER
NSN/LSN: 1005-00-589-1271
Serial#: 17263VI00003
Division: DEFAULT_DIV_VI
Subdivision: DEFAULT_SUBDIV_VI
Station: VI DEPT OF JUSTICE
Part#:
Make / Manufacturer: NA
Model: NA
Model Year: 0
Color:
Unit of Issue: Each
Condition: Issuable, no Qualification
DMIL: D- USML ITEMS - DEMIL REQD. DESTROY ITEM/PARTS TO PREVENT RE
Physical Storage Location:
Additional Comments:

I, VI_LEA certify the aforementioned property is present and accounted for

☐ IN ADDITION, LESO Property provided to program participants will be available for use by the agency and will NOT be obtained by program participant for the purpose of sale, lease, loan, personal use, rent, exchange, barter, transfer, or to secure a loan and if property is controlled it must be returned to DLA at the end of property useful life.

☐ I, VI_LEA certify that attached image(s) are current

LESO Certification Search | LESO Certification Search Results | **Certify**

Physically verify ALL information against the property itself, to include the quantity and serial number.

If the item is photo required, verify the photo shows an updated/accurate version of the item.

Check the required certification boxes and select the Submit button.



Decertifying Property



LESO FEPMS
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- Account Modifications
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- Accounts COI
- Inventory Worksheets
- LESO Inventory
- Station Home/USDo
- User Management
- Quick Search
- Queries and Reports

Logout

Email: LESO@DLA.MIL
Phone: 800.512.9946
Fax: 203.751.4433
DLA Mailstop
(866) 234-7677

LESO FEPMS: LESO FEPMS Property Certification User ID: VI_LEA

[LESO Certification Search](#) [LESO Certification Search Results](#)

Fiscal Year: 2023
State: VERMONT
Station: HARTFORD POLICE DEPT
Station Type: Station
Inventory Total: 3

A 'N' in the inventoried column indicates the property has not been inventoried in the last year.

Line 3 (LM000315148) was closed [Certify New Property](#)

Property#	Requirement#	Station	NSN	Item Name	Serial Number	Last Cert Date	Inventoried	Images	Requires Additional Photos	Certify/Update	Decertify
LM00006275	HQDEB1-2022-8080	HARTFORD POLICE DEPT	1240-01-411-1095	SIGHT REFLEX	NULL		N	1	N	Certify	Decertify
LM00027480	HQDEB1-2022-8042	HARTFORD POLICE DEPT	1240-01-411-1095	SIGHT REFLEX	NULL		N	1	N	Certify	Decertify
LM00035598	HQDEB1-2184-3924	HARTFORD POLICE DEPT	6950-01-554-8458	SPOTTING INSTRUMENT OPTICAL	NULL	Mar 12, 2024	Y		N	Certify	Decertify

[LESO Certification Search](#) | [LESO Certification Search Results](#)

If property is Certified in error, click the Decertify button to bring the property back into a status requiring Certification.

If the property has not been Certified yet, the Decertify button will be greyed out and will not be clickable.



Decertifying Property



LESOPMIS
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- Change of Status
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- Inventory Worksheets
- LESOPMIS Inventory
- Station Asset Utility
- Asset Management
- Query Property
- Oversee Asset Records

[Logout](#)

Email: LESOPMIS@DOD.MIL
Phone: 800.933.8948
Fax: 203.940.4431
200 Hingwood
Groton, CT 06340

LESOPMIS: Property Decertification Confirmation User ID: VI_LEA

Click Proceed to Decertify Property. Click Cancel to cancel decertification of Property.

Certification User: ADMIN1 (SYSTEM)

Certification Date: Mar 11, 2004

Property #: LPM0001508
Commodity Type:
Property Status: ASSIGNED
Acquisition Doc#: HMD001-2184-2024
GFI#: HMD001-2184-2024
Qty: 1
Cost: \$1,587.00
FNC: 0450 - Optical Instruments, Test Equipment, Components and Accessories
Item Name: SPOTTING INSTRUMENT/OPTICAL
Additional Description: SPOTTING INSTRUMENT
NSN/USN: 6610-00-00-4401
Serial#: 0001
Division: DEFAULT_DIV_VT
Subdivision: DEFAULT_SUBDIV_VT
Station: HARTFORD POLICE DEPT
Part#:
Make / Manufacturer: RA
Model: RA
Model Year: 0
Color:
Unit of Issue: Each
Condition: As-is/As-found
DMS: 0- USPH STEPS - DMS REQ- DESTROY ITEM/PARTS TO PREVENT REPAIR
Physical Storage Location:

do not complete decertification

After clicking the Decertify button, the user will be taken to the Property Decertification Confirmation page.

Press the Proceed button to continue with Decertification.



Decertifying Property

LESO FEPHIS: LESO FEPHIS Property Certification User ID: VI_LEA

LESO Certification Search LESO Certification Search Results

Fiscal Year: 2013
State: VERMONT
Station: HARTFORD POLICE DEPT
Station Type: Station
Inventory Total: 3

A 'N' in the inventoried column indicates the property has not been inventoried in the last year.

Property#	Request#	Station	NSN	Item Name	Serial Number	Last Cert Date	Inventoried	Images	Requires Additional Photo	Copy/Update	Decertify
LM0000875-H00E01-2002-8090	HARTFORD POLICE DEPT 1240-01-11-1265			BOCHTREFLEX	NULL		N	1	N	Copy/Update	Decertify
LM00027480-H00E01-2003-8040	HARTFORD POLICE DEPT 1240-01-11-1265			BOCHTREFLEX	NULL		N	1	N	Copy/Update	Decertify
LM00025498-H00E01-2184-3924	HARTFORD POLICE DEPT 6950-01-504-8456			SPOTTING INSTRUMENT,OPTICAL	NULL		N		N	Copy/Update	Decertify

LESO Certification Search LESO Certification Search Results

If the user selected the Proceed button, they will be taken back to their Property Certification list and the Certify button will now be clickable again.

If an LEA has Certified all their property and received the “Inventory Completed” message, they will not be able to Decertify any property.



Physical Verification and Electronic Certification of Property



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Phone: 800.532.9946
Fax: 269.961.4431
IIA Helpdesk
(866) 224-7677

LESO FEPMIS: LESO FEPMIS Property Certification User ID: VI_LEA

[LESO Certification Search](#) [LESO Certification Search Results](#)

Fiscal Year: 2025
State: HAWAII
Station: HI COUNTY CIVIL DEFENSE
Station Type: Station
Inventory Total: 1

FY2025 inventory completed for station HI-HI COUNTY CIVIL DEFENSE(2YTFCE)

BELOW STATEMENTS WERE CERTIFIED DURING ANNUAL STATION VERIFICATION

[2025-310]BY INITIALING THE BOX BELOW LEA's CERTIFY THEY WILL COMPLY WITH 10 U.S. CODE 2576a FOR ALL CONTROLLED EQUIPMENT.

[2025-311]I certify with the authorization of the relevant local governing body or authority, that my agency has adopted publicly available protocols for the appropriate use of controlled property, the supervision of such use, and the evaluation of the effectiveness of such use, including auditing and accountability policies; and that it provides annual training to relevant personnel on the maintenance, sustainment, and appropriate use of controlled property including respect for the rights of citizens under the Constitution of the U.S. and de-escalation of force.

☒ [2025-336]DOCUMENTATION VERIFICATION

[2025-312]I certify that my Law Enforcement Agency (LEA) is abiding by the current version of the LESO approved State Plan of Operation (SPO) and/or SPO Addendum(s) and our SPO and/or SPO Addendum(s) is up to date and signed by the State Coordinator's Office and the current CLEO or designee. In Addition, the LEA has a signed copy of the current SPO and/or any SPO Addendum(s) on file.

☒ [2025-313]The Application for Participation is up to date or a new Application will be submitted

☒ [2025-314]Verify the listed Chief Law Enforcement Official (CLEO) above is up to date or a new Application will be submitted to your State Coordinator

☒ [2025-341]I KEVIN-1 STEWART-1 certify the aforementioned information is correct and that all 1033 Program equipment is within State Plan of Operation allocation limit

[LESO Certification Search](#) | [LESO Certification Search Results](#)

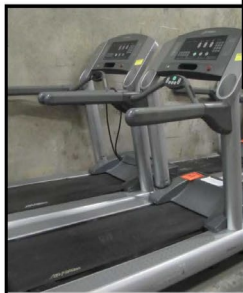
Once the LEA's entire inventory has been electronically certified this screen will appear showing Fiscal Year, Station Name, Inventory Totals and Station Verification Statements that were certified during the annual inventory certification.

2025 LESO Annual Inventory State Inventory Guide



Law Enforcement
Support Office

User Guide:
2025 Annual Inventory
Certification Process



DLA DISPOSITION SERVICES
Law Enforcement Support Office

**Created to assist States as
they work towards
completing the Annual
Inventory process.**



System-Generated emails will be provided to the State Coordinators and State Points of Contact when:

1. Individual LEAs select “NO” on the Station Verification page when reviewing their Station Information
2. Individual LEAs have completed the 2025 Annual Inventory process
3. All LEAs in the state have completed the 2025 Annual Inventory process
 - The State Coordinator or State Point of Contact (with full signature authority) must now go into FEPMIS and certify that their State has completed the 2025 Annual Inventory requirement

Performing State Certification



LESO FEPMIS

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[Logout](#)

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Phone: 800.532.9946
Fax: 269.961.4431
IIA Helpdesk
(866) 224-7677

Welcome to LESO FEPMIS

LESO FEPMIS

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

DATE: 2022-11-01

By using this inventory management system, Law Enforcement Agencies (LEA) agree to abide by the terms and conditions as set forth in the current LESO Program State Plan of Operation (SPO) and SPO Addendum. Contact your State Coordinators office if you have questions related to the LESO Program or the SPO or SPO Addendum



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.

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

DATE: 2022-04-01

NOTE: IIA Helpdesk should be contacted for account access issues. All other LESO FEPMIS issues should be directed to your State Coordinator. If the State Coordinator cannot resolve your issue then the State Coordinator should contact the LESO HQ.

NOTE: All DLA access questions (ie DLA Enterprise External Business Portal, DLA AMPS) should be directed to the DISA Global Service Desk (GSD) Toll Free: 844-DISA-HLP (844.347.2457) **Press 5, then speak or enter D-L-A**

DOD DLA Disposition Services LESO

Training Material; Find Your State Coordinator; and Other Helpful Information

DLA Enterprise External Business Portal

DLA AMPS

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. PLEASE CONTACT YOUR STATE COORDINATOR.

LESO FEPMIS - IIA Helpdesk Online

S9DS061

Your last logon was on: 01/19/2023 13:56:39

Alerts

For all LESO FEPMIS questions please contact your State Coordinator

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

****Commerce Control List (CCL) Items ****

Upon title transfer of property, LEAs will consult with Departments of State and Department of Commerce Export Control Regulators about the type of export controls that apply to the item, regardless of DEMIL code. LEAs may request a formal Commodity Classification from the Department of Commerce, Bureau of Industry and Security, or submit a General Correspondence request to the Department of State, Directorate of Defense Trade Controls. Information on managing exports of Commerce Control List (CCL) items can be found at the Bureau of Industry and Security (BIS) website

Once logged into LESO FEPMIS, select “LESO Inventory” on the left side of the page.

Performing State Certification



LESO FPMIS

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

LESO FPMIS: Search LESO Certification User ID: MI_LEA1

LESO Certification Search

LESO Certification Search Results

State: * MICHIGAN

Division:

Subdivision:

Station:

Inventory Search Filter: ☐ Inventoried Items ☐ Not Inventoried Yet ☒ Both

Submit

Create Certification Report ☒

Clear ☒ reset form values

☐ create certification report. Check for a station's detail report. Please be patient - the report generation is a time-consuming process

Inventory Begin Date: 09/27/2017 Inventory Due Date: 01/31/2018 Inventory Countdown: Overdue!

[LESO Certification Search](#) | [LESO Certification Search Results](#)

The “State” drop-down should be pre-populated with your state.

Select the Submit button.

Performing State Certification





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Phone: 800.532.9946
Fax: 269.961.4431
TIA Helpdesk
(866) 224-7677

LESO FEPMIS: Approve Inventory Certification User ID: VI_LEA

LESO Certification Search Approve Certification

FY2025 inventory completed for the state . Certification pending.

State: HAWAII
Fiscal Year: 2025
Number Properties: 1
Completed Inventory: 1
Percent Completion: 100.0
Inventory Completed: Yes

[2025-339]STATE COORDINATORS MUST ENSURE

- ☐ [2025-329]All 1033 Program equipment is utilized and are within allocation limits in accordance with the State Plan of Operation (SPO) and/or SPO Addendum(s)
- ☐ [2025-330]The listed Chief Law Enforcement Official (CLEO) is current for each Station
- ☐ [2025-331]Law Enforcement Agencies (LEAs) in my State are abiding by the current version of the LESO approved SPO and/or SPO Addendum(s) and each SPO and/or SPO Addendum(s) is up to date and signed by the State Coordinator's Office and the current CLEO or designee. In Addition, each LEA has a signed copy of the current SPO and/or any SPO Addendum(s) on file.
- ☐ [2025-333]The Application for Participation for each LEA is up to date and signed by the current CLEO or designee
- ☐ [2025-332]Memorandum of Agreement is current and on file

☐ [2025-334]I certify I attended or read the material that was presented at the latest annual LESO program training seminar, and I have provided all LEAs the materials and best practices on property acceptance and performing the physical inventory

[2025-338]STATE 1033 PROGRAM ACCOUNTABILITY

[2025-335]In accordance with the signed Memorandum of Agreement (MOA) between the Defense Logistics Agency (DLA) and the State of HAWAII, I hereby certify that all property on record for each participating Law Enforcement Agency (LEA) within my State has been certified and verified by the Chief Law Enforcement Official or designee

☐ **[2025-337]I KEVIN-1 STEWART-1 confirm that the foregoing is true and correct. Failure to comply may result in State suspension from the 1033 program**

Additional Comments:

☒ All boxes must be checked prior to submitting

LESO Certification Search | Approve Certification

To certify that your state has completed the 2025 Annual Inventory, check the required boxes and click Submit.

Performing State Certification





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LESO FEPMIS: LESO FEPMIS Property Certification User ID: VI_LEA

[LESO Certification Search](#) [LESO Certification Search Results](#)

Fiscal Year: 2025
State: HAWAII
Station Type: State
Inventory Total: 1

FY2025 inventory has been certified for the state on 03/14/2025.

- ☒ [2025-329]All 1033 Program equipment is utilized and are within allocation limits in accordance with the State Plan of Operation (SPO) and/or SPO Addendum(s)
- ☒ [2025-330]The listed Chief Law Enforcement Official (CLEO) is current for each Station
- ☒ [2025-331]Law Enforcement Agencies (LEAs) in my State are abiding by the current version of the LESO approved SPO and/or SPO Addendum(s) and each SPO and/or SPO Addendum(s) is up to date and signed by the State Coordinator's Office and the current CLEO or designee. In Addition, each LEA has a signed copy of the current SPO and/or any SPO Addendum(s) on file.
- ☒ [2025-333]The Application for Participation for each LEA is up to date and signed by the current CLEO or designee
- ☒ [2025-332]Memorandum of Agreement is current and on file
- ☒ [2025-334]I certify I attended or read the material that was presented at the latest annual LESO program training seminar, and I have provided all LEAs the materials and best practices on property acceptance and performing the physical inventory

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[2025-335]In accordance with the signed Memorandum of Agreement (MOA) between the Defense Logistics Agency (DLA) and the State of HAWAII, I hereby certify that all property on record for each participating Law Enforcement Agency (LEA) within my State has been certified and verified by the Chief Law Enforcement Official or designee

☒ **[2025-337] KEVIN-1 STEWART-1 confirm that the foregoing is true and correct. Failure to comply may result in State suspension from the 1033 program**

[LESO Certification Search](#) | [LESO Certification Search Results](#)

The SC's Office will then see a screen stating the 2025 Annual Inventory has been certified for their state.



Post Inventory Actions

- LESO pulls a report with the comments submitted by LEAs during the Inventory Certification process
 - Examples: Lost, Stolen, or Destroyed property...painted vehicles...incorrect Serial Numbers...incorrect NSNs...property transfers...etc.
 - Action items are assigned to necessary parties...generally the SC's office
- LESO completes a photo recon (if assigned by LESO leadership)
- LESO creates state inventory completion letters
 - Provided to SC's Office and Governor's Office
- LESO creates internal inventory summary Memorandum for Record
- LESO discusses and takes actions on the lessons learned from Inventory process

State Level Statistics Query



LESO FEPMIS

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(866) 224-7677

Welcome to LESO FEPMIS

LESO FEPMIS

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

DATE: 2022-11-01

By using this inventory management system, Law Enforcement Agencies (LEA) agree to abide by the terms and conditions as set forth in the current LESO Program State Plan of Operation (SPO) and SPO Addendum. Contact your State Coordinators office if you have questions related to the LESO Program or the SPO or SPO Addendum



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.

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

DATE: 2022-04-01

NOTE: IIA Helpdesk should be contacted for account access issues. All other LESO FEPMIS issues should be directed to your State Coordinator. If the State Coordinator cannot resolve your issue then the State Coordinator should contact the LESO HQ.

NOTE: All DLA access questions (ie DLA Enterprise External Business Portal, DLA AMPS) should be directed to the DISA Global Service Desk (GSD) Toll Free: 844-DISA-HLP (844.347.2457) ****Press 5, then speak or enter D-L-A****

DOD DLA Disposition Services LESO

Training Material; Find Your State Coordinator; and Other Helpful Information

DLA Enterprise External Business Portal

DLA AMPS

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. PLEASE CONTACT YOUR STATE COORDINATOR.

LESO FEPMIS - IIA Helpdesk Online

S9DS061

Your last logon was on: 01/19/2023 13:56:39

Alerts

For all LESO FEPMIS questions please contact your State Coordinator

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

****Commerce Control List (CCL) Items ****

Upon title transfer of property, LEAs will consult with Departments of State and Department of Commerce Export Control Regulators about the type of export controls that apply to the item, regardless of DEMIL code. LEAs may request a formal Commodity Classification from the Department of Commerce, Bureau of Industry and Security, or submit a General Correspondence request to the Department of State, Directorate of Defense Trade Controls. Information on managing exports of Commerce Control List (CCL) items can be found at the Bureau of Industry and Security (BIS) website

Once logged in, select “LESO Inventory” on the left side of the page.

State Level Statistics Query



State: * SOUTH CAROLINA
Division:
Subdivision:
Station:
Inventory Search Filter: ☐ Inventoried Items ☐ Not Inventoried Yet ☒ Both

☒ search certification
 
 ☒ reset form values

Report Summary:
State: SOUTH CAROLINA
Fiscal Year: 2014
Number Properties: 701
Properties Completed Inventory: 701
Properties Percent Completion: 100
Inventory Completed: Yes
Inventory Certified By: SC_STATE1
Inventory Certified Date: 09/22/2014

* Only properties that belong to State or State-Tribal stations are included
 * Only properties that belong to State or State-Tribal stations are included
 * Only properties that belong to State or State-Tribal stations are included
 * Only properties that belong to State or State-Tribal stations are included

Report Detail:

Station Name	Station Type	Station Verified	Number Properties	Completed Inventory	Percent Completion	Inventory Completed
ABBEVILLE COUNTY SHERIFF OFFICE(2YTAAB)	State	Yes	34	34	100	Yes
ABBEVILLE SD(2YTAAC)	State	Yes	0	0	100	Yes
AIKEN COUNTY SHERIFF DEPT(2YTACK)	State	Yes	7	7	100	Yes
AIKEN PUBLIC SAFETY DEPT(2YTACL)	State	Yes	22	22	100	Yes
ALLENDALDE COUNTY SHERIFF DEPT(2YTAGN)	State	Yes	0	0	100	Yes
ALLENDALDE POLICE DEPT(2YTAGP)	State	Yes	0	0	100	Yes
ANDERSON COUNTY ARSON UNIT(2YTAJB)	State	Yes	0	0	100	Yes
ANDERSON COUNTY EMS/SPECIAL OPS(2YTN5F)	State	Yes	0	0	100	Yes
ANDERSON COUNTY SHERIFF DEPT(2YTAJG)	State	Yes	15	15	100	Yes

The LESO Inventory module also allows the SC's Office to view their state-level status to completion at any time throughout the 2025 Annual Inventory process. To view this information, select the state drop-down in the LESO Inventory module and click Create Certification Report



Helpful Inventory Tips

- Don't wait until the last month to start your inventory (only 3 months)
- Stay connected with your LEAs (some LEAs may be disbanded or hard to contact)
- Stay connected with LESO regarding problem LEAs
- If you don't know or have questions, ask!

