



DEFENSE LOGISTICS AGENCY

Established 1961

Training Ammunition



THE NATION'S LOGISTICS COMBAT SUPPORT AGENCY

PEOPLE ★ PRECISION ★ POSTURE ★ PARTNERSHIPS WARFIGHTER ALWAYS



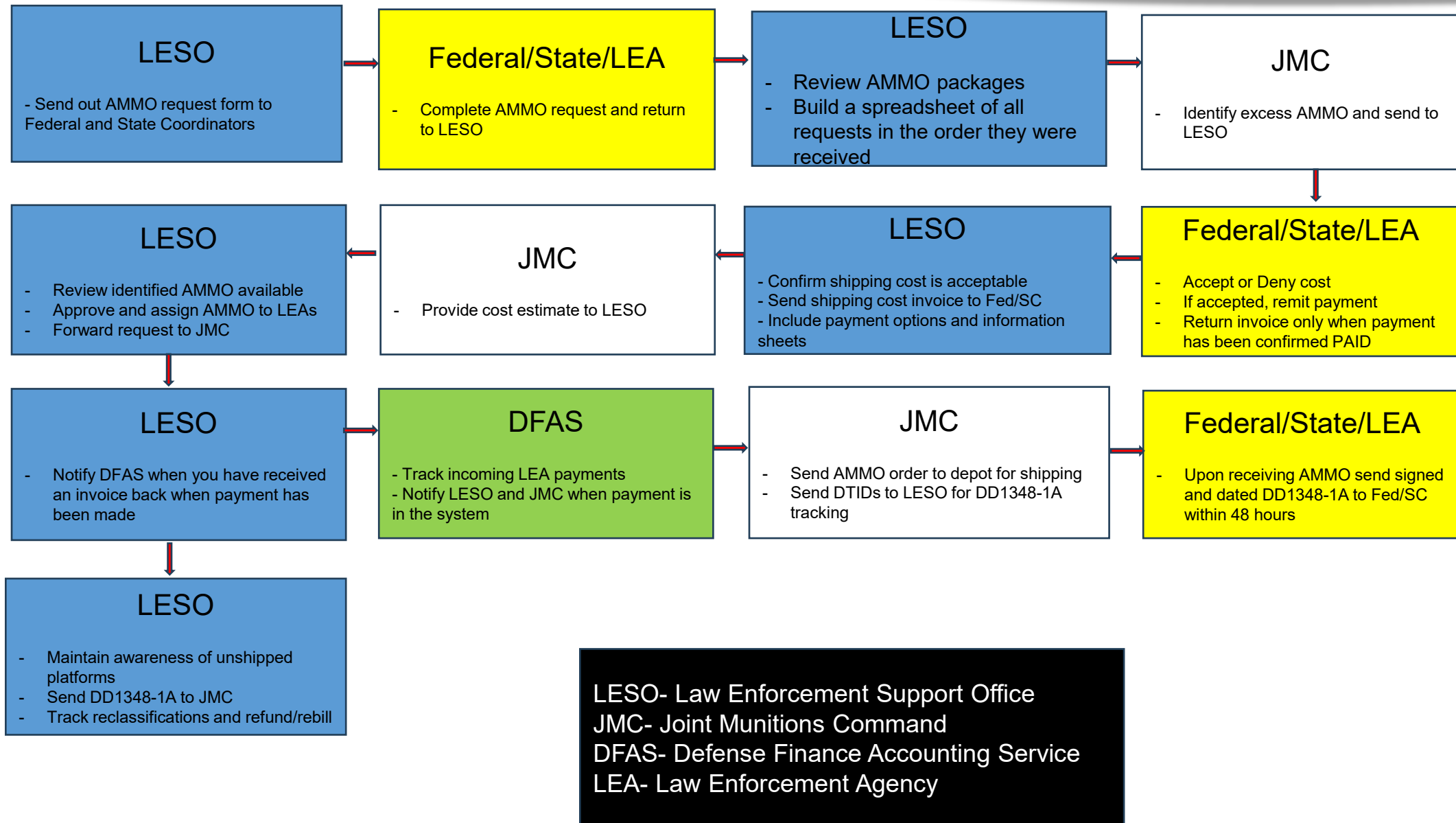
Training Ammunition



- Process Flowchart
- Training Ammunition Requests
- Approval Allocation Process
- Payment Process
- Shipment Process
- Receipt Process
- Important Information
- Questions?



Ammo Request Process



Training Ammunition Request



- Current ammo request can be found here:
<https://www.dla.mil/Disposition-Services/Offers/Law-Enforcement/Forms/>
- Federal Agencies will have priority.
- Emails must be named Department of Defense Activity Address Code (DODAAC), State, and Agency Name (i.e., 2YTXXX MI Battle Creek Police Department).
- If there are updates to the Application for Participation, such as email/leadership update, the Ammunition Request will also need to be updated to reflect those changes.



Training Ammunition Request

CLEAR FORM

LAW ENFORCEMENT AGENCY (LEA) TRAINING AMMUNITION REQUEST

ORI: _____
DODAAC: _____ AGENCY NAME: _____
AGENCY POC: _____
AGENCY PHYSICAL ADDRESS (as it appears in FEPMS): _____
CITY: _____ STATE: _____
ZIP: _____ EMAIL: _____
PHONE: _____ FAX: _____

PLEASE IDENTIFY TYPE OF AMMUNITION BEING REQUESTED

AMMO PLATFORM	AMMO TYPE (Ball or Tracer)	QTY REQUESTED (# of rounds)	AMMO PLATFORM	AMMO TYPE (Ball or Tracer)	QTY REQUESTED (# of rounds)
Shotgun	12GA		9MM	BALL	
5.56MM	BALL		.22CAL	BALL	
5.56MM	TRACER		.30CAL	BALL	
7.62MM	BALL		.38CAL	BALL	
7.62MM	TRACER		.45CAL	BALL	

TRAINING AMMUNITION ALLOCATION LIMITS

Shotgun -- 50 per officer All Other Platforms -- 200 per officer Academies -- Authorized additional Ammo

- Has your LEA previously received training ammunition via the LESO Program? Yes ☐ No ☐
1a. If yes, has all previously issued training ammunition been expended? Yes ☐ No ☐
- Does the Head of Local Federal Agency or Chief Law Enforcement Official (CLEO) certify any ammunition acquired via the LESO Program will be for training purposes only? Yes ☐ No ☐
- If approved to acquire training ammunition via the LESO Program, the LEA is responsible for all Packing, Crating, Handling (PCH), and shipping costs. The LEA will receive a cost estimate for PCH and shipping costs. If PCH and shipping costs are accepted, the LEA must make timely payment before training ammunition will be authorized for shipment. Does the LEA agree to make a timely payment? Yes ☐ No ☐
- Is the LEA a training facility or academy? Yes ☐ No ☐ If yes, provide the annual average number of students: _____
- Please identify three LEA Points of Contact (POC) for this training ammunition request who will be available to answer phone calls or email inquiries during ammunition acquisition & shipping process.

POC #1:

First Name _____ Last Name _____ Official Title _____
Phone Number (work) _____ Phone Number (cell) _____ Email Address _____

POC #2:

First Name _____ Last Name _____ Official Title _____
Phone Number (work) _____ Phone Number (cell) _____ Email Address _____

POC #3:

First Name _____ Last Name _____ Official Title _____
Phone Number (work) _____ Phone Number (cell) _____ Email Address _____

- All the information provided must match the current Application for Participation on record.
- The address on the current and approved application, on record, is the only address where ammo shipments can be received.
- LESO Program Law Enforcement Agency Training Ammunition Request Version September 2025 is the only version accepted. Older versions will be denied.

Training Ammunition Request



5. Please identify three LEA Points of Contact (POC) for this training ammunition request who will be available to answer phone calls or email inquiries during ammunition acquisition & shipping process.

POC #1:

First Name Last Name Official Title
 Phone Number (work) Phone Number (cell) Email Address

POC #2:

First Name Last Name Official Title
 Phone Number (work) Phone Number (cell) Email Address

POC #3:

First Name Last Name Official Title
 Phone Number (work) Phone Number (cell) Email Address

- POC #1 and #2 must be a person that works first shift.
- POC #3 must be whoever is handling the finances for the LEA.
- Phone numbers should be direct lines to the individuals.

By signing this document, the Head of Local Federal Agency (Supervisor/Regional Agent in Charge/Special Agent in Charge (RAC / SAC) or Chief Law Enforcement Official certifies that: a) the agency listed above has the appropriate funds, license(s), safety, and operational training required to obtain training ammunition, b) they are abiding by the current version of the LESO approved Federal MOU, State Plan of Operation (SPO), and any SPO Addendum(s), c) they have a signed copy of the SPO and any SPO Addendum(s) on file, d) they will not sell or trade training ammunition acquired through the LESO Program, e) they will only use the ammunition for training purposes, f) that all information contained in this request is accurate, g) the request for training ammunition is warranted, h) the request for training ammunition has been approved/is endorsed by the agency signatory listed below, and i) they understand that submitting a request for training ammunition does not guarantee that training ammunition will be allocated/awarded to the agency. *Note: State Plan of Operation (SPO) and SPO Addendum(s) only apply to State agencies.*

CHIEF LAW ENFORCEMENT OFFICIAL
OR HEAD OF LOCAL FEDERAL
AGENCY (SUPERVISOR/RAC/SAC):

PRINTED NAME

 SIGNATURE DATE:

STATE OR FEDERAL COORDINATOR USE ONLY

By signing this application, I certify that as the State Coordinator/State Point of Contact, I have determined that: a) the agency meets the definition of a "Law Enforcement Agency/Activity", b) that all information contained in this application is valid and accurate, c) that the LEA is abiding by the current version of the LESO approved State Plan of Operation (SPO) and any SPO Addendum(s) and d) that the LEA has a signed copy of the SPO and any SPO Addendum(s) on file.

STATE OR FEDERAL COORDINATOR:

PRINTED NAME

 SIGNATURE DATE:

- CLEO signature must be the same as current Application for Participation on file.
- Federal and SC/SPOC must sign AFTER the CLEO / RAC/SAC

Note: LESO Use Only must be left blank



Training Ammunition Request

STOP! LESO use only.

LESO USE ONLY

By signing this document, you certify that you have verified the requesting agency a) is not suspended, b) does not exceed the required allocation limits, c) the Chief Law Enforcement Official listed in the property accounting system matches the signature on the request form, d) does not have overdue receipts or transfers, e) has a point of contact listed in the property accounting system, f) and all agency information on the request form matches what is listed in the property accounting system.

WAIT LIST APPROVAL

TIME OF ISSUE

PRINT NAME

AMMUNITION SPECIALIST

DATE:

PRINT NAME

AMMUNITION SPECIALIST

DATE:

PRINT NAME

LESO TEAM LEAD





Awarded Ammunition Quantities

- All packages received are tracked and maintained in a spreadsheet.
- Quantities are awarded depending on the agency's allocation limit, requested quantity, packaging quantity, and amount of ammunition available.
- Ammo is issued to the maximum extent possible for each LEA, however, fair and equitable distribution does come into effect.





Payment Process

Packaging, Crating & Handling, and Shipping Cost Acceptance

Agency: _____

FedEx	DODIC	NIIN	Nonnomenclature	Location of Ammo	Lot #	Quantity Awarded	# of packages	Cost per package	Estimated Fed EX cost	PC& H cost	Total Estimated Cost
											\$0.00
											\$0.00
											\$0.00
											\$0.00
											\$0.00
											\$0.00
											\$0.00
											\$0.00
											\$0.00
											\$0.00
Total Cost to be paid to DoD:											\$0.00

ACH Method:

NALBA Record Type Code	NALBA Field	NALBA Data Element Name	Required Information
3	3	Company Name	Agency Name
3	6	Standard Entry Class Code	CCD
3	9	Effective Entry Date	Date submitted
6	2	Transaction Code*	22
6	3 & 4	Receiving DFI Identification (ABA routing #)	851036706
6	5	DFI Account Number	00000552123
6	6	Amount	Payment Amount
6	8	Receiving Company Name	DFAS Cleveland

Wire Method:

Fedwire Field Tag	Fedwire Field Name	Information Required
(1510)	Type/Subtype	1000
(2000)	Amount	(enter payment amount)
(3400)	Receiving ABA routing number *	02100004
(3400)	Receiving ABA short name	TREAS NYC
(3600)	Business Function Code	CTR (or CTF)
(4200)	Beneficiary Identifier (account number)	00000552123
(4300)	Beneficiary Name	DFAS Cleveland
(5000)	Originator	(enter Agency Name)

I ACCEPT the estimated shipping cost above and have submitted payment using:

Initial _____

Check one: ☐ ACH Method / ☐ Wire Method

Date Submitted: _____

OR

I DO NOT ACCEPT the estimated shipping cost above and wish to cancel my ammunition shipment.

Initial _____

Chief Law Enforcement Official Signature _____

Date _____

- When shipping cost is received from Joint Munitions Command, invoices will be sent to the Federal/State Coordinators to relay to the LEAs.

- Agencies have 10 calendar days to process payments from date sent to Federal/State Coordinators.

NOTE: Invoices **MUST NOT** be returned to LESO until the payment has been **VERIFIED** paid.



Payment Process

- Only Electronic Payment is accepted – LEAs will have two options of Electronic Fund Transfer (EFT) method:
 1. Automated Clearing House (ACH)
 2. WIRE Transfer
- LESO does not fill out ACH Pre Notes, or EFT forms.
- DFAS does not accept checks or credit cards.
- Please issue payment under the **Agency Name** only.
- It is advised that investigating the payment end of the process be undertaken **before** requesting ammo.

NACHA Record Type Code	NACHA Field	NACHA Data Element Name	Required Information
5	3	Company Name	<i>Agency Name</i>
5	6	Standard Entry Class Code	CCD
5	9	Effective Entry Date	<i>Date submitted</i>
6	2	Transaction Code*	22
6	3 & 4	Receiving DFI Identification (ABA routing #)	051036706
6	5	DFI Account Number	800008522123
6	6	Amount	<i>Payment Amount</i>
6	8	Receiving Company Name	DFAS Cleveland

Fedwire Field Tag	Fedwire Field Name	Required Information
{1510}	Type/Subtype	1000
{2000}	Amount	<i>(enter payment amount)</i>
{3400}	Receiver ABA routing number *	021030004
{3400}	Receiver ABA short name	TREAS NYC
{3600}	Business Function Code	CTR <i>(or CTP)</i>
{4200}	Beneficiary Identifier (account number)	800008522123
{4200}	Beneficiary Name	DFAS Cleveland
{5000}	Originator	<i>(enter Agency Name)</i>



Shipping Process

- Sourcing ammunition depot coordinates shipment; once order is received from JMC, they have 30 days to deliver ammunition to customer.
Ammunition obtained from the LESO Program is not available for pick up at the depot.
- Shipping is a flat rate charge. LESO will adjust quantities within parameters to realize the most economical charges.

- Blue Grass, KY
- Letterkenny, PA
- McAlester, OK
- Crane, IN
- Hawthorne, NV
- Tooele, UT
- Anniston, AL





Receipt Process

DD FORM 1348-1A, MAR 95 ISSUE RELEASE/RECEIPT DOCUMENT

1. TOTAL PRICE										2. SHIP FROM: W81YWB CRANE ARMY AMMUNITION ACTIVITY BLDG 2574 506 HWY 561 CRANE IN 47523-8299										3. SHIP TO CRMRS																																																																																																			
4. MARK FOR										5. DOC DATE 2018137										6. NMFC										7. FRT RATE										8. TYPE CARGO 800PS										9. PS 4																																																																					
10. QTY REC 900										11. U/PACK 94.2										12. UNIT WT 6.022										13. UNIT CU 5.6										14. LFC 0										15. SL 0																																																																					
16. FREIGHT CLASSIFICATION NOMENCLATURE										17. ITEM NOMENCLATURE CARTRIDGES, 50 MILL										18. TY CONT BX										19. NO CONT 1										20. TOT WT. Lbs/Kgs 5400 / 1238.15										21. TOT CU. Fm/Mm 5.6 / 0.17																																																																					
22. RECEIVED BY										23. DATE RECEIVED										24. PICKED BY										25. DATE PICKED										26. PACKED BY/DATE										27. DATE SHIPPED 2018164																																																																					
28. INSPECTED BY										29. DATE INSPECTED										30. WAREHOUSED BY										31. DATE										32. REMARKS										33. WHSE LOC										34. CAA										35. NEW (Lbs/Kgs)																																																	
36. GBLTCH - / W81YWBH1376007AUX										37. PROJECT ENB										38. 4372 / 8.72										39. FIRST DESTINATION ADDRESS CRMRS										40. SHIP TO ADDRESS CRMRS																																																																															
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Important Information



- Federal LEAs will have priority.
- All ammunition obtained via the LESO Program will be for training purposes only.
- Only ammunition 7.62mm and below will be offered.
- Ammunition shall not be obtained for the purpose of sale, lease, loan, personal use, rent, exchange, barter, transfer, or to secure a loan.
- LESO may allocate ammunition in amounts of 200 rounds of each type of ammunition per officer, per year, with the exception of shotgun rounds which are 50 rounds per officer.



Important Information



- All previous allocations of ammunition must be expended before receiving the next year allocation.
- LEAs are responsible for funding all costs associated with packing, crating, & handling (PC&H), and shipping.
- Ammunition will not be tracked in FEPMIS or inspected during PCRs.
- LESO will post all allocations on the LESO public web page.
- LEAs are responsible for the disposal of any unused ammunition and spent brass.

Frequently Asked Questions



- Can the ammo be shipped to locations other than the physical address that is listed in Federal Excess Property Management Information System (FEPMIS)?
 - **No.** All ammunition must be shipped to a vetted location identified in FEPMIS.
- Can LEAs pick up the Ammunition?
 - **No.** All training ammunition received through the LESO program must be shipped. There is no pick-up available.
- Can I receive more than my allocation limit because we need XXX number of rounds for mandatory qualifications?
 - **No.** The baseline is 200 rounds per officer, per year. However, there are set packaging quantities, so some agencies may receive more than 200 rounds per officer, per year.
 - **Yes.** If your agency is a training facility/academy. In question #6 on the Ammunition Request and state the annual average number of students, LESO will use that number for the allocation limit.

