



**DEFENSE LOGISTICS AGENCY  
DISPOSITION SERVICES  
74 WASHINGTON AVENUE NORTH  
BATTLE CREEK, MICHIGAN 49037-3092**

NOV 14 2017

**MEMORANDUM FOR QUALIFIED RECYCLING PROGRAM MANAGERS**

**SUBJECT: DLA Disposition Services Scrap Qualified Recycling Program Status**

Thank you for your patience as DLA Disposition Services (Disp Svcs) progressed through the process of reimbursing our Qualified Recycling Programs (QRPs). Disp Svcs has completed the reimbursement process and is finalizing the administration of funds. We truly appreciate the opportunity to serve you.

As we have previously advised, under the terms of Disp Svcs current CONUS-wide Scrap sales contract, Disp Svcs cannot account for the exact sales price of QRP material turned-in for sale, and therefore we cannot reimburse the exact amount due your organization, which in turn means we cannot be audit compliant. DOD is striving to be transparent and to address and correct all audit issues, so it is no longer feasible for Disp Svcs to serve DOD QRP customers by generating scrap material reimbursements.

Currently, QRP managers at some installations direct sell scrap material rather than work with Disp Svcs. It is very important that each installation utilize a direct sale approach for their QRP.

To assist all QRPs with a direct sales approach, Disp Svcs has updated our QRP webpage and has added categories that will be beneficial to your program. You can access our web page at <http://www.dla.mil/DispositionServices/Offers/Disposal/QRP.aspx>, and you will find information on different topics such as the Air Force Institute of Technology (AFIT) QRP course and direct sale documents.

The AFIT course covers the QRP process from beginning to end, and the knowledgeable instructors assist all QRP managers with the issues of their particular program. The website also offers direct sale documents such as a Sample Invitation to Bid, Documenting Received Proposals, and a Sample Term Sales Agreement/Contract that can be utilized for your program.

There are other resources available to all QRP managers, as well. Service level QRP POCs can be utilized as a resource to assist with regulation, direct sales, and creating processes at individual installations. Disp Svcs disposal service representatives (DSRs) at your nearest Disp Svcs location can train and advise on recognizing eligible material and how to sort and store material. Our Disp Svcs QRP manager is also available and can be contacted to advise on issues related to past reimbursements or the QRP process.

Although we regret that the reimbursement option for QRP material is no longer available through Disp Svcs, we look forward to training and advising the installation QRPs on a continuing basis. We appreciate working with you and look forward to helping each installation

with their transition to direct sales. Your QRP is very important to our environment, and we wish you great success in your program objectives over the years.

My POCs are Mr. Tom Marcum and Ms. Sandra Bernath. They can be reached via email at [Thomas.Marcum@dla.mil](mailto:Thomas.Marcum@dla.mil) and [Sandra.Bernath@dla.mil](mailto:Sandra.Bernath@dla.mil) or by phone at 269-961-5146 and 269-961-5787.

A handwritten signature in black ink, appearing to read 'M. Cannon', with a stylized flourish at the end.

MICHAEL O. CANNON, SES  
Director