



DEPARTMENT OF THE NAVY  
NAVAL AIR STATION OCEANA  
VIRGINIA BEACH, VIRGINIA 23460-5120

Posted  
3/23/00  
DK

IN REPLY REFER TO

NASOCEANAINST 4570.2 CH-2  
19

28 MAY 1998

NAS OCEANA INSTRUCTION 4570.2 CHANGE TRANSMITTAL 2

Subj: PROCEDURES FOR THE RECEIPT AND MOVEMENT OF RESALEABLE  
DEFENSE REUTILIZATION MATERIAL TO DMRO, NORFOLK, VIRGINIA

Encl: (1) Turn-in Procedures for Refrigerators/Refrigeration  
Equipment

1. Purpose. To update guidelines for the return of refrigeration  
equipment.

2. Action. Incorporate enclosure (1) of this change transmittal  
as enclosure (9) of the basic instruction.

  
S. E. BENSON

Distribution:  
NASOCEANAINST 5216.1R  
Lists I (Case A) and III



DEPARTMENT OF THE NAVY

NAVAL AIR STATION OCEANA  
VIRGINIA BEACH, VIRGINIA 23460-5120

posted  
3/23/00  
OK

IN REPLY REFER TO  
NASOCEANAINST 4570.2 CH-1  
19  
28 MAY 1996

NAVAL AIR STATION OCEANA INSTRUCTION 4570.2 CHANGE TRANSMITTAL 1

Subj: PROCEDURES FOR THE RECEIPT AND MOVEMENT OF RESALEABLE  
DEFENSE REUTILIZATION MATERIAL TO DRMO, NORFOLK, VA

Encl: (1) Procedures for the Turn-In of Asbestos-Free Safe/File  
Cabinets  
(2) Procedures for the Turn-In of Automated Data  
Processing Equipment  
(3) Procedures for the Turn-In of  
Refrigerators/Refrigeration Equipment

1. Purpose. To update the enclosure for file cabinets, to delete outdated enclosure regarding combustible liquids and to provide guidance for the turn-in of automated equipment and refrigeration equipment.

2. Action

a. Replace enclosure (3) of the basic instruction with enclosure (1) of this change transmittal.

b. Replace enclosure (8) of the basic instruction with enclosure (2) of this change transmittal.

c. Add enclosure (3) of this change transmittal as enclosure (9) to the basic instruction.

d. Make the following pen and ink changes:

✓ (1) On page 1 of the basic instruction, change enclosure (3) title to read, "Procedures for the Turn-In of Asbestos-Free Safe/File Cabinets."

✓ (2) On page 1 of the basic instruction, change enclosure (8) title to read, "Procedures for the Turn-In of Automated Data Processing Equipment."

✓ (3) On page 1 of the basic instruction, following enclosure (8), add the following: "(9) Procedures for the Turn-In of Refrigerators/Refrigeration Equipment."

✓ (4) On page 4, 9g, of the basic instruction, substitute the current sentence with the following: "Automated Data Processing Equipment (see enclosure (8))."

✓ (5) On page 5, after subparagraph o. of the basic instruction, insert sub paragraph: "p. Refrigerators/Refrigeration Equipment (see enclosure (9))."

NASOCEANAINST 4570.2 CH-1  
28 MAY 1996

✓ (6) On enclosure (1) of the basic instruction, number 16, instruction column, delete "see enclosures (3), (4), (5) and (7)" and insert "see enclosures (3) through (9)". Lastly, under NOTE 2, delete the third paragraph which refers to Camp Allen.

  
W. H. SHURTLEFF

Distribution: (See NASOCEANAINST 5216.1N)  
Lists I (Case A), II and IV

Stocked by:  
Commanding Officer  
Naval Air Station Oceana  
Virginia Beach, VA 23460-5120



DEPARTMENT OF THE NAVY  
NAVAL AIR STATION OCEANA  
VIRGINIA BEACH, VIRGINIA 23460-5120

IN REPLY REFER TO:  
NASOCEANAINST 4570.2  
19  
MAR 23 1992

NAS OCEANA INSTRUCTION 4570.2

Subj: PROCEDURES FOR THE RECEIPT AND MOVEMENT OF RESALEABLE DEFENSE REUTILIZATION MATERIAL TO DRMO, NORFOLK, VIRGINIA

Ref: (a) Defense Reutilization and Marketing Office, Norfolk, VA ltr DRMO-XKA of 15 Jan 1987  
(b) Defense Reutilization and Marketing Office, Norfolk, VA ltr DRMO-XKA of 2 Jun 1988  
(c) NASOCEANAINST 6280.3

Encl: (1) Instructions for Preparation of Disposal Turn-In Document (DD 1348-1)  
(2) Federal Group and Class (FSC)  
(3) *Procedures for the Turn-In of Asbestos-Free Safe/File Cabinets*  
(4) Procedures for the Turn-In of Used Tire Assets  
(5) Procedures for the Turn-In of Empty Fuel Cells, Gas Tanks  
(6) Procedures for the Turn-In of Large Quantities of Material or Overdimensional Items  
(7) Procedures for the Turn-In of Electron Tubes (FSC 5960)  
(8) *Procedures for the Turn-In of Automated Data Processing Equipment*  
(9) *Procedures for the Turn-In of Refrigeration/Refrigeration Equipment*

1. Purpose. To establish procedures for the turn-in of material to the Supply Department for movement to the Defense Reutilization and Marketing Office (DRMO) Norfolk.

2. Background. Material which can no longer be used or is no longer required for its intended purpose, but may be utilized by another activity, will be turned in to DRMO. Reference (a) addresses material identified as recyclable such as old plant equipment, minor property, tab cards, computer paper, expired shelf life liquids, etc. Reference (b) addresses special procedures for the turn-in of tires.

3. Scope. This instruction is applicable to Naval Air Station Oceana, Fleet Units, and Tenant Activities.

4. Definition. Resalable material includes, but is not limited to safes, tires, plant and minor property, expired shelf life liquids and other materials having a resale value.

5. Documentation. The DOD single line item release/receipt document (DD 1348-1) is the only authorized document that will be accepted for the turn-in of material to DRMO. Prior to the turn-in of material to Supply for shipment to DRMO, the DD 1348-1 must be filled out completely and accurately. Enclosure (1) provides detailed instructions for completing the DD 1348-1.

MAR 23 1932

6. Material Preparation for Turn-In

a. Palletization. To the maximum extent possible material will be palletized, including the securing of the material to the pallet as required. This will facilitate the loading/off loading process and aid in protecting the material.

b. Boxes. Small items such as chairs, lamps, calculators, typewriters, electric/electronic components, etc. are easier to handle when packed in boxes/cartons. Material should be protected with bubble wrap and boxed to allow for stacking, if necessary, and to help withstand the rigors of transportation and handling. The following items are normally available and can be requisitioned through the NAS Oceana Supply Department.

- (1) Box, shipping, DIM:24x16x12 NSN 9Q 8115-00-183-9481
- (2) Tri-Wall, DIM:32x32x32 NSN 9Q 8115-00-993-2791
- (3) Tri-Wall, DIM:49x41x39 NSN 9Q 8115-00-774-6562
- (4) Cushion material (bubble wrap) 24"x250' NSN:  
9Q 8135-01-232-6865

7. Acceptance of Property. The supply receiving/packing section, Bldg 720, will physically accept all property destined for DRMO on an appointment basis. The telephone number to make an appointment is 433-2393/3369. This will allow for a smooth transfer of material. The following types of material/property will not be accepted:

- a. Live animals
- b. Explosives and ammunition
- c. Incendiary, poisonous and irritant products
- d. Drugs, biological and controlled substances
- e. Nitrate base film
- f. Scrap metal
- g. Unsalable material: Material for which sale or other disposal is prohibited by U.S. law or military regulations. This category includes, but is not limited to, classified material, radioactive waste, thermal batteries, DOD inspection stamps and devices and cryptological material.

h. Refuse and trash: Consumer waste material such as litter and rubbish collected by the installation engineer. The collection of refuse and trash, when properly segregated, may possess utilization/sales potential. The DRMO will assist the host installation by advising the Commander or his designee of any known possibility to accomplish disposition through established DRMO channels based on proper segregation techniques. Appropriate segregation action will be accomplished and policed by personnel of the host installation and not the DRMO.

i. Classified material: Will be handled in accordance with the appropriate military department's security manual for classified material.

j. Nonsalable material (other than refuse and trash): Material which has no utilization or sales value as determined by the DRMO.

k. Any material that is rejected by the DRMO and returned to NAS Oceana due to a discrepancy caused by the customer, will be returned to the originating department/activity for immediate correction.

8. Bypass Items. The following are items prohibited from reutilization, transfer, donation (R/T/D), or sale and will be processed directly to ultimate disposal via service contract. Since these items are not eligible for R/T/D or sale, they are considered a military service funding responsibility.

a. Selected PCBs as outlined in DRMS-M 6050.1, Section V, Chap 3

b. PCB floor sweeping compound

c. Discharged or expended shelf-life lithium batteries

d. Suspended/canceled pesticides which have no EPA approved uses

e. Friable asbestos

f. Friable asbestos-containing items outlined in DRMS-M 6050.1, Section V, Chapter 1

g. Spill residue (any hazardous liquid waste)

h. Hardened paints which are unsalable or not economically recyclable

- i. Chlorobromomethane/Bromochloromethane fire extinguishers that have not been drained of all residue and depressurized by removal of the valve assembly.
- j. Chlorobromomethane/Bromochloromethane liquid
- k. Carbon tetrachloride fire extinguishers
- l. 2,4,5-Trichlorogphenoxyacetic acid (2,4,5-T) and Silvex
- m. EDB (ethylene dibromide)
- n. Dinoseb (2-(sec-butyl)-4, 6-dinitrophenol) and its salts, plus all its formulations

9. PROPERTY REQUIRING SPECIAL HANDLING. Some property because of size, quantities, nature of material, or requirements by higher authority require special procedures. This property includes, but is not limited to, the following categories of material:

- a. Large quantities of material (see enclosure (6))
- b. Overdimensional items (see enclosure (6))
- c. Plant and minor property (call Comptroller Dept)
- d. Safes (see enclosure (3))
- e. Tires (see enclosure (4))
- f. Precious metals (reference NAS Oceana Instruction 4570.1B)
- g. *Automated Data Processing Equipment*  
~~Combustible liquids~~ (see enclosure (8))
- h. Fuel cells, gas tanks (see enclosure (5))
- i. Empty compressed gas cylinders (must be government owned and cylinder identified by National Stock Number
- j. Scrap material (reference NAS Oceana Recycling Instruction 5090.3)
- k. Hazardous material (call Public Works Department, 433-2647)
- l. Scrap metal (reference NAS Oceana Recycling Instruction 5090.3)

MAR 23 1992

- m. Vehicles (see enclosure (6))
  - n. Lead/Acid Batteries (see reference (c))
  - o. Electron Tubes (FSC 5960) (see Enclosure (7))
  - p. *Refrigerators/Refrigeration Equipment (See enclosure (9)).*
10. Responsibilities

a. NAS Oceana Departments, fleet units and tenant activities are responsible for:

(1) Determining which items should be turned in to DRMO and the condition of the material

(2) Preparing turn-in documentation (see paragraph 5, above)

(3) Preparation of material for turn-in (see paragraph 6, above)

(4) Delivering the material with completed Disposal Turn-In Document to Bldg 720 prepared as prescribed in enclosure (6)

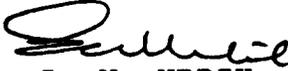
b. NAS Oceana Supply Department is responsible for:

(1) Accumulating full truck loads of material

(2) Obtaining appointments at the various DRMO sites

(3) Arranging for vehicles to move the material to DRMO

11. Forms Availability. DD form 1348-1 are available through Servmart.

  
L. W. URBK

Distribution:  
NAS OCEANAINST 5216.K  
List I, II, III

Stocked By:  
COMMANDING OFFICER  
NAVAL AIR STATION OCEANA  
VIRGINIA BEACH, VA 23460

2

### CHECK LIST FOR INSTRUCTIONS AND NOTICES

**A. Items to be checked prior to final signature.**

(Those items marked with an asterisk pertain only to instructions. Other items pertain to both)

	YES	NO
1. Correct series (See SOCCONV:ST 5210.11C)	/	
*2. Correct issue (i.e., IA, ISA, etc.)	/	
3. Correct change transmittal number	N/A	
4. All references current?	/	
5. If enclosures listed, are they attached?	/	
*6. Cancellation paragraph included? (Paragraph 2)	N/A	
7. Forms paragraph (last) included? If forms are referred to in the basic, are they current?	/	
8. Are only those activities concerned listed on the Distribution List? (See NASOCNA:ST 5216.1E)	/	
9. Check for spelling, grammar, and proper numbering of paragraphs.	/	
*10. If revised instruction has a margin been annotated to indicate change, i.e., "R", "A", "B". (If a complete revision has been made and "R", "A", "B" are not necessary. However, an informal memo should accompany the directives explaining the reason for the revision.)	/	/
11. Has all concerned seen the instruction/notice, i.e., the departments other than originator?	/	
12. Instruction/Notice identification in proper place on all pages (odd number page - right hand side, even number page - left hand side) (code is used on the first page only). Pages properly numbered (1 inch from the bottom of the page).	/	
13. If it is a Notice has the cancellation date been properly entered above the Notice number?	/	/
14. Has determination been made whether to make page substitution to basic, or pen and ink changes (if it takes longer for a file clerk to make a pen and ink change than to make a page substitution, a case substitution should be made).	/	/
*15. Has the instruction been entered in the Master Index on Control Clerk's Desk?	/	
16. New instruction/notice placed in folder and given to Office Supervisor? If this is a revised directive, has a previous directive been placed in the folder also?	/	/
<b>B. Procedures after the instruction has been signed.</b>		
1. Signature checked typed	/	
2. Date on each page	/	
3. Duplicating request prepared	/	
4. Date entered on Master Index	/	

DETAILED INSTRUCTIONS FOR THE DD1348-1 DISPOSAL TURN-IN DOCUMENT

Key #	Card Column/Block	Instructions
1.	cc 8 thru 11:	Enter the complete 13 digit National Stock Number, if available. If National Stock Number is not available then enter the 4 digit FSC (group & class). See enclosure (2)
2.	cc 23 thru 24:	Enter the correct Unit of Issue
3.	cc 25 thru 29:	Enter the Quantity
4.	cc 30 thru 43:	Enter the Document Number
5.	cc 60 thru 61:	Enter the appropriate Priority (normally 13)
6.	cc 64:	Enter the Disposal Authorization Code. See enclosure (1), pg 3
7.	cc 65:	Enter the Demilitarization Code. See enclosure (1), pages 3&4 and see NOTE 1 below
8.	cc 71:	Enter the Supply (material) Condition Code. See enclosure (1), pages 5 and 6
9.	cc 74 thru 80:	Enter the Unit Price
10.	Block A	Enter the UIC, Organization and address of shipper
11.	Block B	Enter the Ship to Address in accordance with NOTE 2
12.	Block E	Enter the Total Price
13.	Block X	Enter the Item Nomenclature - the noun name and as much information as is available
14.	Block Y	Enter the item Serial Number/Minor Property Number, if applicable
15.	Blocks AA thru BB	Enter recycle appropriation: RECYCLED-DEPOSIT PROCEEDS TO: AA/17F3875.6ORM/007/60191/0/068732/3C/RCYCLE/ 006019198004
16.	Blocks CC thru EE	Enter Special Remarks, as applicable. See enclosures <del>(3), (4), (5) and (7)</del> (3) through (9).
17.	Block 11	Enter N60191 NAS Oceana, Supply Dept., Bldg 720
18.	Block GG	Enter the typed/printed name, telephone number and title of the authorizing official with signature

NOTE 1: If the Demilitarization Code is F, G, N, or P, the material must be demilitarized by the generator prior to turn-in and a properly prepared DRMS form 145 must be attached to the DD 1348-1. See enclosure (1) page 4(a).

NOTE 2: The type of commodity will determine to which annex/facility material will be sent. The common commodities are as follows:

DRMO St. Julien's Creek, Bldg 400, Portsmouth, VA 23709  
Scrap metal, recyclable paper, used vehicles, empty shipping cans, tires, (anything that does not require indoor storage).

DRMO Norfolk Naval Station, South Annex, Bldg SDA-204, Norfolk, VA 23511-6596  
Library books, typewriters, office equipment, furniture, (anything that requires indoor storage).

~~DRMO Camp Allen, Bldg CA 192, P.O. Box 15069, Norfolk, VA 23512~~  
~~Lead/acid batteries~~ *deleted*

If unsure of correct location to send material, call DRMO Norfolk, VA at 444-5173 or 5113

317 10 1966

1	2	3	4	5	6/7	8	9
DOC ID/INT	SI FROM	STOCK NUMBER	QUANTITY	DOC - ENT NUMBER	SUPPLEMENTARY ADDRESS	PROJECT	UNIT PRICE
	7430	EA00001	N99999	0365 0001		13 NA	F 500
SHIPPED FROM N99999 VF 900 NAS Oceana, Hgr 606 A Va Bch, VA 23460-999			SHIP TO SX1493 DRMO Norfolk, South Annex, Bldg 205 Norfolk, VA			MARK FOR	PROJECT
WAREHOUSE LOCATION		UNIT WEIGHT	UNIT CUBE	UFC	NMFC	FREIGHT RATE	QUANTITY
F		G	H	I	J	K	L
SUBSTITUTE DATA (ITEM ORIGINALLY REQUESTED)			FREIGHT CLASSIFICATION NOMENCLATURE				
T			U				
W			V				
ITEM NOMENCLATURE (13) Typewriter, electric with correction, IBM model # SEL III,			S/N: 26-53755, MP-01638 (14)				
SELECTED BY AND DATE		TYPE OF CONTAINER(S)	TOTAL WEIGHT	RECEIVED BY AND DATE		INSPECTED BY AND DATE	
PACKED BY AND DATE		NO. OF CONTAINERS(S)	TOTAL CUBE	WAREHOUSED BY AND DATE		WAREHOUSE LOCATION	
REMARKS (15) RECYCLED-DEPOSIT PROCEEDS TO: AA/17F3875.60RM/007/60191/0/ 068732/3C/RCYCLE/006019198004							
FIRST DESTINATION ADDRESS (17) N60191 NAS Oceana, Supply Dept 11 Bldg 720			DATE SHIPPED		(18) John Turnin John Turnin, 3-00 Mat'l Control Office		
13. TRANSPORTATION CHARGEABLE TO			14. BILLING, AWB, OR RECEIVER'S SIGNATURE (AND DATE)		15. RECEIVER'S DOCUMENT NUMBER		

DD FORM 1348-1 1 MAR 74

EDITION OF 1 JAN 64 MAY BE USED UNTIL EXHAUSTED

DOD SINGLE LINE ITEM RELEASE/RECEIPT DOC.

DISPOSAL AUTHORITY CODES  
(PRINT POSITION 64 IN DISPOSAL TURN-IN DOCUMENTS)

One of the codes below must be entered on the documentation transferring material to a Defense Reutilization and Marketing Office (DRMO) to reflect such a transfer was authorized by the IMM/ICP of other properly authority.

<u>CODE</u>	<u>EXPLANATION</u>
M	Items on this transaction are IMM/ICP stocks and are being transferred to disposal by authority of the responsible inventory manager.
N	Items on the transaction are not reportable by virtue of an exclusion to the MRP of MILSTRIP or other specific criteria such as extended dollar value of condition limitations on excess reporting and are duty authorized to be transferred to disposal.
R	Items on this transaction have been reported to the IMM/ICP in accordance with MILSTRIP MRP procedures and have been directed to disposal by the inventory manager. Excess transaction status code SF, SL, SN, TC, TD, or TK was provided by the IMM/ICP on DI code FTR.

1970 03 1870

DEMILITARIZATION CODES FOR TID'S

Definition: An alpha code assigned to an item by the responsible Item Manager to identify whether the item is a MLI; if a MLI, whether demilitarization is required; and, if demilitarization is required, the extent of and where the demilitarization is required.

Demil

Code Explanation

- A Non-MLI - Demilitarization not required.
- B MLI - Demilitarization not required.
- C MLI - Remove and/or demilitarize installed key point(s) as prescribed in DOD 4160.21-M-1, or lethal parts, components and accessories.
- D MLI - Demilitarize by mutilation (make unfit for intended purpose) by melting, cutting, tearing, scratching, crushing, breaking, punching, neutralizing, etc. (As an alternate, burial or deep water dumping may be used when authorized).
- D MLI - Demilitarize by burning, shredding or pulping.
- F MLI - Demilitarization instructions to be furnished by Item Manager.
- G MLI - Demilitarization required - item to be demilitarized prior to physical transfer to DPDO normally limited to ammunition, explosives and other dangerous articles. Authorized for accounting input only if property is received in place.
- H Overseas only.
- J Overseas only.
- K Overseas only.
- L MLI - Demilitarize by mutilation (make unfit for intended purpose), by melting, cutting, tearing, scratching, crushing, breaking, punching, neutralizing, etc. Alternate - Burial or deep water dumping when authorized. This code will be applied only to items identified as being a component of a key point on a major end item.
- M Overseas only.
- N MLI or Non-MLI with sensitive application/markings. Demilitarize by removing or destroying all nameplates, label plates, meter faceplates, tags, stickers, documents or markings which relate the item to a weapon system or sensitive end item application. Demilitarization will be performed prior to physical transfer to disposal activity.
- X Indicates demilitarization requirements or MLI applicability not determined by ICP; local determination necessary prior to disposal action. Not a valid code for accountability acceptance nor for receipt processing.

SUPPLY CONDITION CODES  
(card column 71)  
(ASSIGNED BY GENERATING ACTIVITY)

<u>CODE</u>	<u>TITLE</u>	<u>DEFINITION</u>
A	Serviceable (Issuable) without Qualification)	New, used, repaired or reconditioned materiel which is serviceable and issuable to all customers without limitation or restriction. Includes materiel with more than 6 months shelf-life remaining.
B	Serviceable (issuable with Qualification)	New, used, repaired or reconditioned materiel which is serviceable and issuable for its' intended purpose but which is restricted from issue to specific units, activities or geographical areas by reason of its' limited usefulness or short service-life expectancy. Includes materiel with 3 through 6 months shelf-life remaining.
C	Serviceable (Priority Issue)	Items which are serviceable and issuable to selected customers, but which must be issued before Condition A and B materiel to avoid loss as a usable asset. Includes materiel with less than 3 months shelf-life remaining.
D	Serviceable (Test/Modification)	Serviceable materiel which requires test, alteration, modification, conversion or disassembly. (This does not include items which must be inspected or tested immediately prior to issue).
E	Unserviceable (Limited Restoration)	Materiel which involves only limited expense or effort to restore to serviceable condition and which is accomplished in the storage activity where the stock is located.
F	Unserviceable (Reparable)	Economically reparable materiel which requires repair, overhaul, or re-conditioning includes reparable items which are radioactively contaminated.
G	Unserviceable (Incomplete)	Materiel requiring additional parts or components to complete the end item prior to issue.

SUPPLY CONDITION CODES  
(continued)

<u>CODE</u>	<u>TITLE</u>	<u>DEFINITION</u>
H	Unserviceable (Condemned)	Material which has been determined to be unserviceable and does not meet repair criteria (includes condemned items which are radioactively contaminated.)
S	Unserviceable (SCRAP)	Material that has no value except for its' basic material content. No stock will be recorded as on hand in Condition Code S. This code is used only on transactions involving shipments to DPDOs. Material will not be transferred to Condition Code S prior to turn-in to PDOs if material is determined excess. Material identified by NSM will not be identified by this Condition Code.

FEDERAL SUPPLY CLASSIFICATION (FSC)

CLASS ASSIGNMENTS WITHIN THE DOD

<b>FSC</b>	<b>Class Description</b>	<b>Responsible Manager</b>	<b>FSC</b>	<b>Class Description</b>	<b>Responsible Manager</b>
1005	Guns, through 30mm .....	DCSC	1045	Launchers, Torpedo and Depth Charge	DGSC
1010	Guns, over 30mm up to 75mm .....	DCSC	1055	Launchers, Rocket and Pyrotechnic ..	DGSC
1015	Guns, 75mm through 125mm .....	DCSC	1075	Degaussing and Mine Sweeping	
1020	Guns, over 125mm through 150mm ..	DCSC		Equipment .....	DGSC
1025	Guns, over 150mm through 200mm ..	DCSC	1080	Camouflage and Deception	
1030	Guns, over 200mm through 300mm ..	DCSC		Equipment .....	DGSC
1035	Guns, over 300MM .....	DCSC	1090	Assemblies Interchangeable Between	
1040	Chemical Weapons and Equipment ...	DGSC		Weapons in Two or More Classes ....	DGSC

MAR 23 1952

<b>FSC</b> <b>Class Description</b>	<b>Responsible</b> <b>Manager</b>	<b>FSC</b> <b>Class Description</b>	<b>Responsible</b> <b>Manager</b>
1095 Miscellaneous Weapons .....	DCSC	1730 Aircraft Ground Servicing Equipment	DCSC
1210 Fire Control Directors .....	DESC	1740 Airfield Specialized Trucks and Trailers .....	DCSC
1220 Fire Control Computing Sights and Devices .....	DESC	1820 Space Vehicle Components .....	DGSC
1240 Optical Sighting and Ranging Equipment .....	DESC	1830 Space Vehicle Remote Control Systems .....	DGSC
1250 Fire Control Stabilizing and Mechanism .....	DESC	1840 Space Vehicle Launchers .....	DGSC
1260 Fire Control Designating and Indicating Equipment .....	DESC	1850 Space Vehicle Handling and Servicing Equipment .....	DGSC
1265 Fire Control Transmitting and Receiving Equipment, except Airborne	DESC	1860 Space Survival Equipment .....	DGSC
1270 Aircraft Gunnery Fire Control Components .....	DESC	2010 Ship and Boat Propulsion Components .....	DCSC
1280 Aircraft Bombing Fire Control Components .....	DESC	2020 Rigging and Rigging Gear .....	DGSC
1285 Fire Control Radar Equipment, except Airborne .....	DESC	2030 Deck Machinery .....	DGSC
1287 Fire Control Sonar Equipment .....	DESC	2040 Marine Hardware and Hull Items ....	DGSC
1290 Miscellaneous Fire Control Equipment .....	DESC	2050 Buoys .....	DGSC
1420 Guided Missile Components .....	DESC	2060 Commercial Fishing Equipment ....	DGSC
1430 Guided Missile Remote Control Systems .....	DESC	2090 Miscellaneous Ship and Marine Equipment .....	DGSC
1440 Launchers, Guided Missile .....	DESC	2230 Right-of-Way Construction and Maintenance Equipment, Railroad ...	DCSC
1450 Guided Missile Handling and Servicing Equipment .....	DCSC	2240 Locomotive and Rail Car Accessories and Components .....	DCSC
1560 Airframe Structural Components	DGSC	2250 Track, Materials, Railroad .....	DCSC
1610 Aircraft Propellers .....	DCSC	2410 Tractors, Full Track, Low Speed ....	DCSC
1615 Helicopter Rotor Blades, Drive Mechanisms and Components .....	DCSC	2420 Tractors, Wheeled .....	DCSC
1620 Aircraft Landing Gear Components ..	DCSC	2430 Tractors, Track Laying, High Speed .....	DCSC
1630 Aircraft Wheel and Brake Systems ...	DCSC	2510 Vehicular Cab, Body, and Frame Structural Components .....	DCSC
1650 Aircraft Hydraulic, Vacuum, and De-icing Systems Components .....	DCSC	2520 Vehicular Power Transmission Components .....	DCSC
1660 Aircraft Air Conditioning, Heating and Pressuring Equipment .....	DESC	2530 Vehicular Brake, Steering, Axle, Wheel, and Track Components .....	DCSC
1670 Parachutes; Aerial Pick-up, Delivery, Recovery Systems; and Cargo Tie-Down Equipment .....	DGSC	2540 Vehicular Furniture and Accessories .....	DCSC
1680 Miscellaneous Aircraft Accessories and Components .....	DGSC	2590 Miscellaneous Vehicular Components .	DCSC
1710 Aircraft Arresting, Barrier and Barricade Equipment .....	DCSC	2610 Tires and Tubes, Pneumatic, Except Aircraft .....	TACOM
1720 Aircraft Launching Equipment .....	DCSC	2620 Tires and Tubes, Pneumatic, Aircraft ..	DCSC
		2630 Tires, Solid and Cushion .....	TACOM
		2640 Tire Rebuilding and Tire and Tube Repair Material .....	TACOM
		2805 Gasoline Reciprocating Engines, Except Aircraft; and Components .....	DCSC

<b>FSC- Class Description</b>	<b>Responsible Manager</b>	<b>FSC Class Description</b>	<b>Responsible Manager</b>
2810 Gasoline Reciprocating Engines, Aircraft, and Components .....	DISC	3110 Bearings, Antifriction, Unmounted ....	DISC
2815 Diesel Engines and Components .....	DCSC	3120 Bearings, Plain, Unmounted .....	DISC
2820 Steam Engines, Reciprocating, and Components .....	DCSC	3130 Bearings, Mounted .....	DISC
2825 Steam Turbines and Components ....	DCSC	3210 Sawmill and Planing Mill Machinery ..	DGSC
2830 Water Turbines and Water Wheels and Components .....	DCSC	3220 Woodworking Machines .....	DGSC
2835 Gas Turbines and Jet Engines, except Aircraft, and Components .....	DISC	3230 Tools and Attachments for Wood- working Machinery .....	DGSC
2840 Gas Turbines and Jet Engines, Aircraft, and Components .....	DISC	3405 Saws and Filing Machines .....	DGSC
2845 Rocket Engines and Components .....	DISC	3408 Machining Centers and Way-Type Machines .....	DGSC
2850 Gasoline Rotary Engines and Components .....	DCSC	3410 Electrical and Ultrasonic Erosion Machines .....	DGSC
2895 Miscellaneous Engines and Components .....	DCSC	3411 Boring Machines .....	DGSC
2910 Engine Fuel System Components, Nonaircraft .....	DCSC	3412 Broaching Machines .....	DGSC
2915 Engine Fuel System Components, Aircraft .....	DISC	3413 Drilling and Tapping Machines .....	DGSC
2920 Engine Electrical System Components, Aircraft .....	DCSC	3414 Gear Cutting and Finishing Machines .	DGSC
2925 Engine Electrical System Components, Aircraft .....	DCSC	3415 Grinding Machines .....	DGSC
2930 Engine Cooling System Components, Nonaircraft .....	DCSC	3416 Lathes .....	DGSC
2935 Engine Cooling System Components, Aircraft .....	DISC	3417 Milling Machines .....	DGSC
2940 Engine Air and Oil Filters, Strainers, and Cleaners, Nonaircraft .....	DCSC	3418 Planers and Shapers .....	DGSC
2945 Engine Air & Oil Filters, Strainers & Cleaners, Aircraft .....	DISC	3419 Miscellaneous Machine Tools .....	DGSC
2950 Turbo Superchargers .....	DISC	3422 Rolling Mills and Drawing Machines .	DGSC
2990 Miscellaneous Engine Accessories, Nonaircraft .....	DCSC	3424 Metal Heat Treating and Non- thermal Treating Equipment .....	DGSC
2995 Miscellaneous Engine Accessories, Aircraft .....	DISC	3426 Metal Finishing Equipment .....	DGSC
3010 Torque Converters and Speed Changers .....	DCSC	3431 Electric Arc Welding Equipment .....	DGSC
3020 Gears, Pulleys, Sprockets, and Transmission Chain .....	DCSC	3432 Electric Resistance Welding Equipment .....	DGSC
3030 Belting, Drive Belts, Fan Belts, and Accessories .....	DCSC	3433 Gas Welding, Heat Cutting, and Metalizing Equipment .....	DGSC
3040 Miscellaneous Power Transmission Equipment .....	DCSC	3436 Welding Positioners and Manipulators .....	DGSC
		3438 Miscellaneous Welding Equipment ...	DGSC
		3439 Miscellaneous Welding, Soldering, and Brazing Supplies and Accessories .....	DGSC
		3441 Bending and Forming Machines .....	DGSC
		3442 Hydraulic and Pneumatic Presses, Power Driven .....	DGSC
		3443 Mechanical Presses, Power Driven ...	DGSC
		3444 Manual Presses .....	DGSC
		3445 Punching and Shearing Machines ....	DGSC
		3446 Forging Machinery and Hammers ....	DGSC
		3447 Wire and Metal Ribbon Forming Machines .....	DGSC
		3448 Riveting Machines .....	DGSC

<b>FSC</b>	<b>Class Description</b>	<b>Responsible Manager</b>	<b>FSC</b>	<b>Class Description</b>	<b>Responsible Manager</b>
3449	Miscellaneous Secondary Metal Forming and Cutting Machines	DGSC		Manufacturing Machinery	DGSC
3450	Machine Tools, Portable	DGSC	3680	Foundry Machinery, Related Equipment, and Supplies	DGSC
3455	Cutting Tools for Machine Tools	DGSC	3685	Specialized Metal Container Manufacturing Machinery and Related Equipment	DGSC
3456	Cutting and Forming Tools for Secondary Metalworking Machinery	DGSC	3690	Specialized Ammunition and Ordnance Machinery and Related Equipment	DGSC
3460	Machine Tool Accessories	DGSC	3693	Industrial Assembly Machines	DGSC
3461	Accessories for Secondary Metalworking Machinery	DGSC	3694	Clean Work Stations, Controlled Environment and Related Equipment	DGSC
3465	Production Jigs, Fixtures, and Templates	DGSC	3695	Miscellaneous Special Industry Machinery	DGSC
3470	Machine Shop Sets, Kits, and Outfits	DGSC	3710	Soil Preparation Equipment	DCSC
3510	Laundry and Dry Cleaning Equipment	DGSC	3720	Harvesting Equipment	DCSC
3520	Shoe Repairing Equipment	DGSC	3730	Dairy, Poultry, and Livestock Equipment	DCSC
3530	Industrial Sewing Machines and Mobile Textile Repair Shops	DGSC	3740	Pest, Disease, and Frost Control Equipment	DCSC
3540	Wrapping and Packaging Machinery	GSA	3750	Gardening Implements and Tools	GSA
3550	Vending and Coin Operated Machines	GSA	3760	Animal Drawn Vehicles and Farm Trailers	DCSC
3590	Miscellaneous Service and Trade Equipment	GSA	3770	Saddlery, Harness, Whips and Related Animal Furnishings	DCSC
3605	Food Products Machinery and Equipment	DGSC	3805	Earth Moving and Excavating Equipment	DCSC
3610	Printing, Duplicating and Bookbinding Equipment	DGSC	3810	Cranes and Crane-Shovels	DCSC
3611	Industrial Marking Machines	DGSC	3815	Crane and Crane-Shovel Attachments	DCSC
3615	Pulp and Paper Industries Machinery	DGSC	3820	Mining, Rock Drilling, Earth Boring, and Related Equipment	DCSC
3620	Rubber and Plastics Working Machinery	DGSC	3825	Road Clearing and Cleaning Equipment	DCSC
3625	Textile Industries Machinery	DGSC	3830	Truck and Tractor Attachments	DCSC
3630	Clay and Concrete Products Industries Machinery	DGSC	3835	Petroleum Production and Distribution Equipment	DCSC
3635	Crystal and Glass Industries Machinery	DGSC	3895	Miscellaneous Construction Equipment	DCSC
3640	Tobacco Manufacturing Machinery	DGSC	3910	Conveyors	DCSC
3645	Leather Tanning and Leather Working Industries Machinery	DGSC	3915	Materials Feeders	DCSC
3650	Chemical and Pharmaceutical Products Manufacturing Machinery	DGSC	3920	Materials Handling Equipment, Nonself-Propelled	DCSC
3655	Gas Generating and Dispensing Systems, Fixed or Mobile	DGSC	3930	Warehouse Trucks and Tractors, Self-Propelled	DCSC
3660	Industrial Size Reduction Machinery	DGSC			
3670	Specialized Semiconductor Microcircuit, and Printed Circuit Board				

<b>FSC</b>	<b>Responsible</b>	<b>FSC</b>	<b>Responsible</b>
<b>Class Description</b>	<b>Manager</b>	<b>Class Description</b>	<b>Manager</b>
3940	DISC	4730	DCSC
3950	DCSC	4810	DCSC
3960	DCSC	4820	DCSC
3990	DGSC	4910	DCSC
4010	DISC	4920	DGSC
4020	DISC	4921	DGSC
4030	DISC	4923	DGSC
4110	DGSC	4925	DGSC
4120	DGSC	4927	DGSC
4130	DGSC	4930	DCSC
4140	DGSC	4931	DESC
4210	DCSC	4933	DGSC
4220	DCSC	4935	DESC
4230	DGSC	4940	DCSC
4240	DGSC	4960	DGSC
4310	DCSC	5110	GSA
4320	DCSC	5120	GSA
4330	DCSC	5130	GSA
4410	DCSC	5133	GSA
4420	DCSC	5136	GSA
4430	DCSC	5140	GSA
4440	DCSC	5180	GSA
4460	DCSC	5210	GSA
4510	DCSC	5220	DGSC
4520	DCSC	5280	DGSC
4530	DCSC		
4540	DCSC		
4610	DCSC		
4620	DCSC		
4630	DCSC		
4710	DCSC		
4720	DCSC		

<b>FSC</b>	<b>Class Description</b>	<b>Responsible Manager</b>	<b>FSC</b>	<b>Class Description</b>	<b>Responsible Manager</b>
5305	Screws .....	DISC		tion Equipment, Airborne .....	DESC
5306	Bolts .....	DISC	5825	Radio Navigation Equipment, Except	
5307	Studs .....	DISC		Airborne .....	DESC
5310	Nuts and Washers .....	DISC	5826	Radio Navigation Equipment,	
5315	Nails, Keys, and Pins .....	DISC		Airborne .....	DESC
5320	Rivets .....	DISC	5830	Intercommunication and Public Ad-	
5325	Fastening Devices .....	DISC		dress Systems, Except Airborne .....	DESC
5330	Packing and Gasket Materials .....	DISC	5831	Telecommunication and Public Ad-	
5335	Metal Screening .....	DISC		dress Systems, Airborne .....	DESC
5340	Miscellaneous Hardware: .....	DISC	5835	Sound Recording and Reproducing	
5345	Disks and Stones, Abrasive .....	GSA		Equipment .....	DESC
5350	Abrasive Materials .....	GSA	5836	Video Recording & Reproducing	
5355	Knobs and Pointers .....	DISC		Equipment .....	DESC
5360	Coil, Flat, and Wire Springs .....	DISC	5840	Radar Equipment, Except Airborne ..	DESC
5365	Rings, Shims, and Spacers .....	DISC	5841	Radar Equipment, Airborne .....	DESC
5410	Prefabricated and Portable Buildings .	DCSC	5845	Underwater Sound Equipment .....	DESC
5411	Rigid Wall Shelters .....	DCSC	5850	Visible and Invisible Light Com-	
5420	Bridges, Fixed and Floating .....	DCSC		munication Equipment .....	DESC
5430	Storage Tanks .....	DCSC	5855	Night Vision Equipment, Emitted and	
5440	Scaffolding Equipment and Concrete			Reflected Radiation .....	DESC
	Forms .....	DCSC	5860	Stimulated Coherent Radiation De-	
5445	Prefabricated Tower Structures .....	DCSC		vices, Components, and	
5450	Miscellaneous Prefabricated			Accessories .....	DESC
	Structures .....	DCSC	5865	Electronic Countermeasures,	
5510	Lumber and Related Basic Wood			Counter-Countermeasures and Quick	
	Materials .....	DCSC		Reaction Capability Equipment .....	DESC
5520	Millwork .....	DCSC	5895	Miscellaneous Communication	
5530	Plywood and Veneer .....	DCSC		Equipment (Excludes Electronic	
5610	Mineral Construction Materials, Bulk ..	GSA		Countermeasures Equipment) .....	DESC
5620	Building Glass, Tile, Brick, and Block ...	GSA	5905	Resistors .....	DESC
5630	Pipe and Conduit, Nonmetallic .....	GSA	5910	Capacitors .....	DESC
5640	Wallboard, Building Paper, and		5915	Filters and Networks .....	DESC
	Thermal Insulation Materials .....	GSA	5920	Fuses and Lighting Arresters .....	DESC
5650	Roofing and Siding Materials .....	GSA	5925	Circuit Breakers .....	DESC
5660	Fencing, Fences, and Gates .....	DCSC	5930	Switches .....	DESC
5670	Architectural and Related Metal		5935	Connectors, Electrical .....	DESC
	Products .....	GSA	5940	Lugs, Terminals, and Terminal Strips .	DGSC
5680	Miscellaneous Construction Materials ..	GSA	5945	Relays and Solenoids .....	DESC
5805	Telephone and Telegraph Equipment .	DESC	5950	Coils and Transformers .....	DESC
5810	Communications Security Equipment		5955	Oscillators and Piezoelectric Crystals .	DESC
	and Components .....	DESC	5960	Electron Tubes and Associated	
5811	Other Cryptologic Equipment and			Hardware .....	DESC
	Components .....	DESC	5961	Semiconductor Devices and	
5815	Teletype and Facsimile Equipment ...	DESC		Associated Hardware .....	DESC
5820	Radio and Television Communica-		5962	Microcircuits, Electronic .....	DESC
	tion Equipment, Except Airborne ....	DESC	5963	Electronic Modules .....	DESC
5821	Radio and Television Communica-				

<b>FSC</b>	<b>Responsible</b>	<b>FSC</b>	<b>Responsible</b>
<b>Class Description</b>	<b>Manager</b>	<b>Class Description</b>	<b>Manager</b>
5965	DESC	Equipment	DGSC
5970	DGSC	6240 Electric Lamps	DGSC
5975	DGSC	6250 Ballasts, Lampholders and Starters	DGSC
5977	DGSC	6260 Nonelectrical Lighting Fixtures	DGSC
5980	DESC	6310 Traffic and Transit Signal Systems	DGSC
5985	DESC	6320 Shipboard Alarm and Signal Systems	DGSC
5990	DESC	6330 Railroad Signal and Warning Devices	DGSC
5995	DGSC	6340 Aircraft Alarm and Signal Systems	DGSC
5998	DESC	6350 Miscellaneous Alarm Signal and Security Detection Systems	DGSC
5999	DESC	6505 Drugs, Biologicals, and Official Reagents	DPSC
6010	DESC	6508 Medicated Cosmetics and Toiletries	DPSC
6015	DESC	6510 Surgical Dressing Materials	DPSC
6020	DESC	6515 Medical and Surgical Instruments, Equipment and Supplies	DPSC
6030	DESC	6520 Dental Instruments, Equipment, and Supplies	DPSC
6060	DESC	6525 X-Ray Equipment and Supplies: Medical, Dental, Veterinary	DPSC
6070	DESC	6530 Hospital Furniture, Equipment, Utensils, and Supplies	DPSC
6080	DESC	6532 Hospital and Surgical Clothing and Related Special Purpose Items	DPSC
6105	DGSC	6540 Opticians' Instruments, Equipment, and Supplies	DPSC
6110	DGSC	6545 Medical Sets, Kits, and Outfits	DPSC
6115	DGSC	6550 In Vitro Diagnostic Substance, Reagents, Test Kits and Sets	DPSC
6116	DGSC	6605 Navigational Instruments	DGSC
6117	DGSC	6610 Flight Instruments	DGSC
6120	DGSC	6615 Automatic Pilot Mechanisms and Airborne Gyro Components	DGSC
6125	DGSC	6620 Engine Instruments	DGSC
6130	DGSC	6625 Electrical and Electronic Properties Measuring and Testing Instruments	DESC
6135	DGSC	6630 Chemical Analysis Instruments	DPSC
6140	DGSC	6635 Physical Properties Testing Equipment	DGSC
6145	DISC	6636 Environmental Chambers and Related Equipment	DGSC
6150	DGSC	6640 Laboratory Equipment and Supplies	DPSC
6210	DGSC	6645 Time Measuring Instruments	DGSC
6220	DGSC	6650 Optical Instruments	DGSC
6230	DGSC	6655 Geophysical and Astronomical Instruments	DGSC

<b>FSC</b>	<b>Responsible</b>	<b>FSC</b>	<b>Responsible</b>		
<b>Class Description</b>	<b>Manager</b>	<b>Class Description</b>	<b>Manager</b>		
6660	Meteorological Instruments and Apparatus	DGSC	7035	ADP Support Equipment	DESC
6665	Hazard-Detecting Instruments and Apparatus	DGSC	7040	Punched Card Equipment	DESC
6670	Scales and Balances	DGSC	7042	Mini and Micro Computer Control Devices	DESC
6675	Drafting, Surveying, and Mapping Instruments	DGSC	7045	ADP Supplies	DESC
6680	Liquid and Gas Flow, Liquid Level, and Mechanical Motion Measuring Instruments	DGSC	7050	ADP Components	DESC
6685	Pressure, Temperature, and Humidity Measuring and Controlling Instruments	DGSC	7105	Household Furniture	GSA
6695	Combination and Miscellaneous Instruments	DGSC	7110	Office Furniture	GSA
6710	Cameras, Motion Picture	DGSC	7125	Cabinets, Lockers, Bins, and Shelving	GSA
6720	Cameras, Still Picture	DGSC	7195	Miscellaneous Furniture and Fixtures	GSA
6730	Photographic Projection Equipment	DGSC	7210	Household Furnishings	DPSC
6740	Photographic Developing and Finishing Equipment	DGSC	7220	Floor Coverings	GSA
6750	Photographic Supplies	DGSC	7230	Draperies, Awnings, and Shades	GSA
6760	Photographic Equipment and Accessories	DGSC	7240	Household and Commercial Utility Containers	GSA
6770	Film Processed	DGSC	7290	Miscellaneous Household and Commercial Furnishings and Appliances	GSA
6780	Photographic Sets, Kits, and Outfits	DGSC	7310	Food Cooking, Baking, and Servicing Equipment	DGSC
6810	Chemicals	DGSC	7320	Kitchen Equipment and Appliances	DGSC
6820	Dyes	DGSC	7330	Kitchen Hand Tools and Utensils	GSA
6830	Gases: Compressed and Liquefied	DGSC	7340	Cutlery and Flatware	GSA
6840	Pest Control Agents and Disinfectants	DGSC	7350	Tableware	GSA
6850	Miscellaneous Chemical Specialties	DGSC	7360	Sets, Kits, and Outfits: Food Preparation and Serving	DGSC
6910	Training Aids	DGSC	7420	Accounting and Calculating Machines	GSA
6920	Armanent Training Devices	DGSC	7430	Typewriters and Office Type Composing Machines	GSA
6930	Operation Training Devices	DGSC	7435	Office Information Systems Equipment	GSA
6940	Communication Training Devices	DGSC	7450	Office Type Sound Recording and Reproducing Machines	DGSC
7010	ADPE System Configuration	DESC	7460	Visible Record Equipment	GSA
7020	ADP Central Processing Unit (CPU, Computer), Analog	DESC	7490	Miscellaneous Office Machines	GSA
7021	ADP Central Processing Unit (CPU, Computer), Digital	DESC	7510	Office Supplies	GSA
7022	ADP Central Processing Unit (CPU, Computer), Hybrid	DESC	7520	Office Devices and Accessories	GSA
7025	ADP Input/Output and Storage Devices	DESC	7530	Stationery and Record Forms	GSA
7030	ADP Software	DESC	7540	Standard Forms	GSA
			7610	Books and Pamphlets	DGSC
			7630	Newspapers and Periodicals	DGSC
			7640	Maps, Atlases, Charts, and Globes	DGSC
			7650	Drawings and Specifications (except Federal Specifications which are available from GSA; see chapter titled How to Obtain Publications)	DGSC

<b>FSC</b>	<b>Class Description</b>	<b>Responsible Manager</b>	<b>FSC</b>	<b>Class Description</b>	<b>Responsible Manager</b>
7660	Sheet and Book Music .....	DGSC	8345	Flags and Pennants .....	DPSC
7670	Microfilm, Processed .....	DGSC	8405	Outerwear, Men's .....	DPSC
7690	Miscellaneous Printed Matter .....	DGSC	8410	Outerwear, Women's .....	DPSC
7710	Musical Instruments .....	GSA	8415	Clothing, Special Purpose .....	DPSC
7720	Musical Instrument Parts and Accessories .....	GSA	8420	Underwear and Nightwear, Men's ....	DPSC
7730	Phonographs, Radio, and Television Sets: Home Type .....	GSA	8425	Underwear and Nightwear, Women's .....	DPSC
7740	Phonograph Records .....	GSA	8430	Footwear, Men's .....	DPSC
7810	Athletic and Sporting Equipment .....	GSA	8435	Footwear, Women's .....	DPSC
7820	Games, Toys, and Wheeled Goods .....	GSA	8440	Hosiery, Handwear, and Clothing Accessories, Men's .....	DPSC
7830	Recreational and Gymnastic Equipment .....	GSA	8445	Hosiery, Handwear, and Clothing Accessories, Women's .....	DPSC
7910	Floor Polishers and Vacuum Clean- ing Equipment .....	GSA	8450	Children's and Infants' Apparel and Accessories .....	DPSC
7920	Brooms, Brushes, Mops, and Sponges .....	GSA	8455	Badges and Insignia .....	DPSC
7930	Cleaning and Polishing Compounds and Preparations .....	GSA	8460	Luggage .....	DPSC
8010	Paints, Dopes, Varnishes, and Related Products .....	GSA	8465	Individual Equipment .....	DPSC
8020	Paint and Artists' Brushes .....	GSA	8470	Armor, Personal .....	DPSC
8030	Preservative and Sealing Compounds ...	GSA	8475	Specialized Flight Clothing and Accessories .....	DPSC
8040	Adhesives .....	GSA	8510	Perfumes, Toilet Preparations, and Powders .....	GSA
8105	Bags and Sacks .....	GSA	8520	Toilet Soap, Shaving Preparations, and Dentifrices .....	GSA
8110	Drums and Cans .....	DGSC	8530	Personal Toiletry Articles .....	GSA
8115	Boxes, Cartons, and Crates .....	GSA	8540	Toiletry Paper Products .....	GSA
8120	Commercial and Industrial Gas Cylinders .....	DGSC	8710	Forage and Feed .....	GSA
8125	Bottles and Jars .....	DGSC	8720	Fertilizers .....	GSA
8130	Reels and Spools .....	DGSC	8730	Seeds and Nursery Stock .....	GSA
8135	Packaging and Packing Bulk Material ..	GSA	8810	Live Animals, Raised for Food .....	DPSC
8140	Ammunition and Nuclear Ord- nance Boxes, Packages, and Special Containers .....	DGSC	8820	Live Animals, Not Raised for Food ...	DPSC
8145	Specialized Shipping and Storage Containers .....	DGSC	8905	Meat, Poultry, and Fish .....	DPSC
8305	Textile Fabrics .....	DPSC	8910	Dairy Foods and Eggs .....	DPSC
8310	Yarn and Thread .....	DPSC	8915	Fruits and Vegetables .....	DPSC
8315	Notions and Apparel Findings .....	DPSC	8920	Bakery and Cereal Products .....	DPSC
8320	Padding and Stuffing Materials .....	DPSC	8925	Sugar, Confectionery, and Nuts .....	DPSC
8325	Fur Materials .....	DPSC	8930	Jams, Jellies, and Preserves .....	DPSC
8330	Leather .....	DPSC	8935	Soups and Bouillons .....	DPSC
8335	Shoe Findings and Soling Materials ..	DPSC	8940	Special Dietary Foods and Food Specialty Preparations .....	DPSC
8340	Tents and Tarpaulins .....	DPSC	8945	Food Oils and Fats .....	DPSC
			8950	Condiments and Related Products ...	DPSC
			8955	Coffee, Tea, and Cocoa .....	DPSC
			8960	Beverages, Nonalcoholic .....	DPSC

PROCEDURES FOR THE TURN-IN OF ASBESTOS-FREE SAFES AND  
FILE CABINETS

1. Customer will prepare the safe/file cabinet for turn-in as follows:

a. Safe/file cabinet or similar equipment having a combination locking device will be turned in empty and unlocked. The combination will be reset to 50-25-50 and appropriately tagged or marked on the cabinet. The combination will also be recorded on the disposal turn-in document.

b. Locked safe/file cabinet with unknown combinations are not acceptable. If the combination locking device is missing/removed, the safe/file cabinet will be considered as scrap.

2. Customer must ensure that the safe/file cabinet is asbestos-free. The customer will enter the following certification in blocks CC through EE on the DD 1348-1 Disposal Turn-In Document: "I certify that this item contains no asbestos," and sign document.

3. All of the above procedures must be completed prior to contacting the Supply Department to arrange for shipment to Defense Reutilization and Marketing Office (DRMO) Norfolk.

**PROCEDURES FOR THE TURN-IN OF USED TIRE ASSETS**

1. Customer will prepare used tire assets for turn-in as follows:
  - a. Tires must be dry and waterproofed (use trash or plastic bags NSN 8105-00-191-3902 or 8105-00-025-1263 or cover with shrink-wrap.
  - b. Tires must be separated by size (i.e., 13", 15", etc.)
  - c. Covered tires must be palletized and banded by size.
  - d. Use blocks CC thru EE of DD 1348-1 to indicate one of the following statements and for the signature of an authorizing official.
    - (1) "Certified not to be Asian tires"
    - (2) If Asian tires, "Certified treated with steam/dry heat for the pesticide methyl bromide".
2. Ensure these requirements are accomplished prior to contacting the Supply Department to arrange for shipment to DRMO Norfolk.

FSC Class Description	Responsible Manager	FSC Class Description	Responsible Manager
8965 Beverages, Alcoholic .....	DPSC	9525 Wire, Nonelectrical, Nonferrous Base Metal .....	DISC
8970 Composite Food Packages .....	DPSC	9530 Bars and Rods, Nonferrous Base Metal .....	DISC
8975 Tobacco Products .....	DPSC	9535 Plate, Sheet, Strip and Foil: Nonfer- rous Base Metal .....	DISC
9110 Fuels, Solid .....	DGSC	9540 Structural Shapes, Nonferrous Base Metal .....	DISC
9130 Liquid Propellants and Fuel, Petroleum Base .....	DFSC	9545 Plate, Sheet, Strip, Foil and Wire: Precious Metal .....	DISC
9140 Fuel Oils .....	DFSC	9610 Ores .....	DISC
9150 Oils and Greases: Cutting, Lubri- cating, and Hydraulic (Packaged) ....	DGSC	9620 Minerals, Natural and Synthetic .....	DISC
Oils and Greases: Cutting, Lubri- cating, and Hydraulic (Bulk) .....	DFSC	9630 Additive Metal Materials and Master Alloys .....	DISC
9160 Miscellaneous Waxes, Oils, and Fats .....	DGSC	9640 Iron and Steel Primary and Semifinished Products .....	DISC
9310 Paper and Paperboard .....	GSA	9650 Nonferrous Metal Refinery and Intermediate Forms .....	DISC
9320 Rubber Fabricated Materials .....	DGSC	9660 Precious Metals Primary Forms .....	DISC
9330 Plastic Fabricated Materials .....	DGSC	9670 Iron and Steel Scrap .....	DISC
9340 Glass Fabricated Materials .....	DGSC	9680 Nonferrous Metal Scrap .....	DISC
9350 Laboratories and Fire Surfacing Materials .....	DGSC	9905 Signs, Advertising Displays, and Identification Plates .....	GSA
9390 Miscellaneous Fabricated Nonmetallic Materials .....	DGSC	9910 Jewelry .....	GSA
9410 Crude Grade of Plant Materials .....	DPSC	9915 Collectors and/or Historical Items .....	GSA
9420 Fibers: Vegetable, Animal, and Synthetic .....	DPSC	9920 Smoker's Articles and Matches .....	GSA
9430 Miscellaneous Crude Animal Pro- ducts, Inedible .....	DPSC	9925 Ecclesiastical Equipment, Furnishings, and Supplies .....	DGSC
9440 Miscellaneous Crude Agricultural and Forestry Products .....	DGSC	9930 Memorials; Cemeterial and Mortuary Equipment and Supplies .....	DGSC
9450 Nonmetallic Scrap, Except Textile ...	DGSC	9999 Miscellaneous Items .....	DGSC
9505 Wire, Nonelectrical, Iron and Steel ....	DISC		
9510 Bars and Rods, Iron and Steel .....	DISC		
9515 Plate, Sheet, Strip and Foil; Iron and Steel .....	DISC		
9520 Structural Shapes, Iron and Steel .....	DISC		

**PROCEDURES FOR THE TURN-IN OF EMPTY FUEL CELLS, GAS TANKS**

1. The customer will prepare the fuel cell/gas tank for turn-in as follows:

a. Fuel Cells, Gas Tanks. Used fuel cells, tanks or containers that have contained hazardous materials (i.e., fuels, oils, gas) must be cleaned and purged using the triple rinse method.

b. Block CC thru EE of the DD 1348-1 must contain the following statement and be signed by an authorizing official. "I certify that the property listed hereon has been inspected by me and to the best of my knowledge and belief contains no items of a dangerous nature and has been cleaned and purged of all hazardous materials residue."

2. Ensure these requirements are accomplished prior to contacting the Supply Department to arrange for shipment to DRMO-Norfolk.

**PROCEDURES FOR THE TURN-IN OF LARGE QUANTITIES OF MATERIAL OR  
OVERDIMENSIONAL ITEMS**

For large quantities of material/overdimensional items (i.e., 8 pallets or equivalent to 8 pallets or larger) that can be moved directly from the originating activity's area. The customer will prepare property requiring special processing for turn-in as follows:

1. Prepare turn-in document(s) in accordance with enclosure (1) and pull the #2 and #3 copy for Supply Material Division.
2. Prepare the material for shipment by palletizing and securing as required and attaching the original DD 1348-1 and three copies to the material.
3. Deliver the #2 and #3 copy of the turn-in document (DD 1348-1) to Supply Receiving/Packing with point of contact, telephone number and location of material.
4. Upon receiving notification from Supply Department that transportation is scheduled for material pick up, ensure that personnel and material handling equipment are available to perform the loading.

**PROCEDURES FOR THE TURN-IN OF ELECTRON TUBES (FSC 5960)**

Note: DRMO Norfolk will not accept electron tubes (FSC 5960) that contain radioactivity equal to, or in excess of the quantities listed in 10 CFR Part 20, Appendix C, or contains a specific activity greater than 0.002 microcuries per gram of radioactive material.

Other electron tubes (FSC 5960) will be accepted in accordance with paragraph 1 below.

1. Customer will prepare the electron tube(s) for turn-in as follows:

a. Tubes must be intact (i.e., glass or metal envelope unbroken) and, if possible, wrapped in one layer of cushioning material or placed in a container which will provide minimum protection prior to being packaged for shipment.

b. Use blocks CC thru EE of the DD1348-1 to include the following statement which must be signed by the Radiation Protection Officer (RPO) or other qualified personnel: "These electron tubes contain less than the quantity of radioactive material listed in 10 CFR Part 20, App C, and a specific activity less than 0.002 microcuries per gram of radioactive material. These tubes do not qualify as a radioactive commodity as defined in DLAM 4145.8/AR 700-64/NAVSUPINST 4000.34B/AFR 67-8/MCO P4400.105C. DRMO's may accept physical custody."

2. Ensure these requirements are accomplished prior to contacting the Supply Department to arrange for shipment to DRMO Norfolk.

PROCEDURES FOR THE TURN-IN OF AUTOMATED DATA PROCESSING EQUIPMENT

NOTE: Defense Reutilization and Marketing Office (DRMO) Norfolk will not accept any automation equipment without authorization received from the Defense Automation Resources Information Center, Alexandria, Virginia.

1. In addition to preparing a Disposal Turn-In Document in accordance with enclosure (1), the customer will prepare a SF-120, Report of Excess Personal Property (NSN: 7540-00-634-4074), for the following equipment which includes but is not limited to personal computers, modems, monitors, keyboards, disk drives, printers, Local Area Network (LAN) equipment, converters, controllers and word processors or other automated equipment (AE) end items.

a. For Naval Air Station (NAS) Oceana and Tenant Activities: The Report of Excess Personal Property form will be forwarded to the Data Processing Department, Bldg 720, D Avenue for further transmission to the Navy Automated Data Processing Equipment (ADPE) Reutilization Focal Point requesting disposal authorization. The equipment will remain in the custody of the customer until disposal authorization is received. A copy of the disposal authorization will be attached to the Disposal Turn-In Document. Telephone number for the Data Processing Department is 433-2507.

b. For all Commander Naval Air Force, U.S. Atlantic Fleet (COMNAVAIRLANT) squadrons at Naval Air Station Oceana: Contact the applicable Wing (i.e., Commander, Attack Wing, U.S. Atlantic Fleet/Commander, Fighter Wing, U.S. Atlantic Fleet) for the processing of the Report of Excess Personal Property.

c. For other squadrons at NAS Oceana: Contact major claimant for processing the Report of Excess Personal Property.

**PROCEDURES FOR THE TURN-IN OF MATERIAL/EQUIPMENT POSSESSING OZONE DEPLETING SUBSTANCES**

**NOTE:** DRMO Norfolk will accept serviceable material/equipment that contain ozone-depleting substances, ODS, defined as a Class I substance (i.e. chlorofluorocarbons-CFC, halons, carbon tetrachloride or methyl chloroform) and or a Class II substance (i.e. hydro-chlorofluorocarbons-HCFC) providing guidance listed below in paragraph 1 is strictly adhered to. They will accept similar unserviceable material/equipment providing guidance listed below in paragraph 2 is followed.

1. Customer procedures and responsibilities for the turn-in of serviceable material/equipment which posses ODS are:

a. All pieces of equipment must be clean and free from dirt or dust accumulations. Ensure any equipment utilized to chill or freeze food products is free from all food residue, mold or any other type of debris.

b. Prepare turn-in documents per enclosure (1) and annotate the following certification in blocks CC through EE on DD Form 1348-1. **"Warning-contains** (insert name and class of substance, i.e. R12 refrigerant/Class I or 502 refrigerant/Class II), **a substance which harms public health and environment by destroying ozone in the upper atmosphere. I certify ODS has not been removed."** Enter name, date and signature of the certifier in Block FF (see attachment 1 for example).

c. If unable to determine the type of ODS resident in the equipment, place a service call to Base Civil Engineering and request their assistance in identifying the chemical.

2. Customer guidance and responsibilities for the turn-in of unserviceable material/equipment which possesses ODS are:

a. Place a trouble call to the BCE service call desk to request they remove and recover ODS as well as remove all other hazardous components which may include PCB capacitors, mercury switches, and fluids.

b. Prepare turn-in documents per enclosure (1) and annotate the following certification in blocks CC through EE on DD Form 1348-1. **"I certify ODS has been removed."** The custodian of the property must sign this certification. An additional certification is required, to include the printed name and address of the person who recovered the ODS and date of recovery (see attachment 1 for example). Should additional space be required, Block FF may be used for the address. Subsequent

NASOCEANAINST 4570.2 CH-2

**28 MAY 1998**

to removal of ODS, affix an "empty" label to the material or equipment. The aforementioned additional certification should be completed by the technician who removed the ODS. If the technician has provided a separate certificate, affix a legible copy of it to the turn-in document.

3. Ensure these procedures have been accomplished prior to contacting the Supply Department to arrange shipment to DRMO Norfolk.

DOC IDENT		RI	M	STOCK NUMBER			ADD	UNIT OF ISSUE	QUANTITY	DOCUMENT NUMBER			SUPPL. SER.	SUPPL. ADDRESS	SIGNAL	FUNDI	DISTRIB.	PROJ	PRI	ORNTY	REQ'D DEL DATE	ADVICE	R	UNIT PRICE	DOLLARS	CTS
SHIPPED FROM										SHIP TO										MARK FOR		PROJECT		TOTAL PRICE		
<b>EXAMPLE FOR USEABLE/SERVICEABLE REFRIGERATED EQUIPMENT CERTIFICATION</b>										DOLLARS		CTS														
										DOLLARS		CTS														
WAREHOUSE LOCATION		TYPE OF CARGO	UNIT PACK	UNIT WEIGHT	UNIT CUDE	UFC	NMFC	FREIGHT RATE	DOCUMENT DATE	MAT COND	QUANTITY															
G		H	I	J	K	L	M	N	O	P	Q	R														
SUBSTITUTE DATA (ITEM ORIGINALLY REQUESTED)				FREIGHT CLASSIFICATION NOMENCLATURE																						
				ITEM NOMENCLATURE																						
				ITEM NOMENCLATURE																						
SELECTED BY AND DATE				TYPE OF CONTAINER(S)				TOTAL WEIGHT				RECEIVED BY AND DATE				INSPECTED BY AND DATE										
1				2				3				7				8										
PACKED BY AND DATE				NO OF CONTAINERS				TOTAL CUBE				WAREHOUSED BY AND DATE				WAREHOUSE LOCATION										
4				5				6				9				10										
REMARKS				"WARNING - contains (insert name of substance), a substance which harms public health and environment by destroying ozone in the upper atmosphere". "I certify ODS has NOT been removed".																						
AA FIRST DESTINATION ADDRESS				BB DATE SHIPPED				name/date/& signature				FF of certifier				GG										
13 TRANSPORTATION CHARGEABLE TO				14 BLADING, AWB OR RECEIVER'S SIGNATURE (AND DATE)				15 RECEIVER'S DOCUMENT NUMBER																		

DOD Form 1348-1, JUL 91 PREVIOUS EDITION MAY BE USED DOD SINGLE LINE ITEM RELEASE/RECEIPT DOCUMENT

DOC IDENT		RI	M	STOCK NUMBER			ADD	UNIT OF ISSUE	QUANTITY	DOCUMENT NUMBER			SUPPL. SER.	SUPPL. ADDRESS	SIGNAL	FUNDI	DISTRIB.	PROJ	PRI	ORNTY	REQ'D DEL DATE	ADVICE	R	UNIT PRICE	DOLLARS	CTS
SHIPPED FROM										SHIP TO										MARK FOR		PROJECT		TOTAL PRICE		
<b>EXAMPLE FOR NONUSEABLE/NONSERVICEABLE REFRIGERATED EQUIPMENT CERTIFICATION</b>										DOLLARS		CTS														
										DOLLARS		CTS														
WAREHOUSE LOCATION		TYPE OF CARGO	UNIT PACK	UNIT WEIGHT	UNIT CUDE	UFC	NMFC	FREIGHT RATE	DOCUMENT DATE	MAT COND	QUANTITY															
G		H	I	J	K	L	M	N	O	P	Q	R														
SUBSTITUTE DATA (ITEM ORIGINALLY REQUESTED)				FREIGHT CLASSIFICATION NOMENCLATURE																						
				ITEM NOMENCLATURE																						
				ITEM NOMENCLATURE																						
SELECTED BY AND DATE				TYPE OF CONTAINER(S)				TOTAL WEIGHT				RECEIVED BY AND DATE				INSPECTED BY AND DATE										
1				2				3				7				8										
PACKED BY AND DATE				NO OF CONTAINERS				TOTAL CUBE				WAREHOUSED BY AND DATE				WAREHOUSE LOCATION										
4				5				6				9				10										
REMARKS				"I certify ODS has been removed" (signature) (date) Name: (printed name/date/& address of person (date) Address: who recovered refrigerant)																						
AA FIRST DESTINATION ADDRESS				BB DATE SHIPPED				FF				GG														
13 TRANSPORTATION CHARGEABLE TO				14 BLADING, AWB OR RECEIVER'S SIGNATURE (AND DATE)				15 RECEIVER'S DOCUMENT NUMBER																		

DOD Form 1348-1, JUL 91 PREVIOUS EDITION MAY BE USED DOD SINGLE LINE ITEM RELEASE/RECEIPT DOCUMENT

28 MAY 1998