



**DEFENSE LOGISTICS AGENCY
HEADQUARTERS
8725 JOHN J. KINGMAN ROAD
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IN REPLY
REFER TO J-37

MAR 25 2003

**MEMORANDUM FOR DEPUTY CHIEF OF STAFF FOR LOGISTICS, G-4
DEPUTY CHIEF OF STAFF FOR NAVAL OPERATIONS FOR FLEET
READINESS AND LOGISTICS, N4
DEPUTY CHIEF OF STAFF FOR INSTALLATIONS AND LOGISTICS
DEPUTY COMMANDANT FOR INSTALLATION AND LOGISTICS**

**SUBJECT: Business Initiatives Council (BIC) Initiative – Streamlining Excess Information
Technology (IT) Equipment Disposal**

On August 16, 2002, the Department of Defense (DOD) Deputy Chief Information Officer directed the Defense Logistics Agency (DLA) and the Defense Information Systems Agency (DISA) to develop a single property disposal process for DOD IT equipment. To accomplish this task, DLA and DISA established the DLA/DISA BIC Working Group (WG). The working group, in collaboration with the Military Services, developed a proposed single IT property disposal process.

The DLA/DISA BIC WG single property disposal process was approved by the DOD BIC Chairman, Under Secretary of Defense for Acquisition, Technology and Logistics on December 30, 2002, (attachment). The new procedures are scheduled for implementation on May 5, 2003, and will eliminate duplicate disposal channels for IT and other DOD property. IT equipment will be processed using established Defense Reutilization and Marketing Service (DRMS) procedures.

Current Defense Automation Resources Management Program (DARMP) excess reporting requirements and DRMS turn-in procedures for the disposal process will remain in effect until the new procedures are implemented. Information and updates on the DARMP and DRMS procedures can be viewed at www.disa.mil/cio/darmp.html and www.drms.dla.mil/turn-in. If you need additional information, please contact the DARMP Help Desk at (703) 681-2400, DSN 761-2400, or the DRMS Customer Service Center at 1-888-352-9333.

KEITH W. LIPPERT
Vice Admiral, SC, USN
Director

Attachment

cc:
DLA Director's Staff
Commanders, DLA Field Activities
Directors, Defense Agencies
Business Initiative Council



DEPARTMENT OF DEFENSE



BUSINESS INITIATIVE COUNCIL BIC

30 DEC 2002

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF
DEFENSE
INSPECTOR GENERAL OF THE DEPARTMENT OF
DEFENSE
DIRECTOR, OPERATIONAL TEST AND
EVALUATION
ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTOR, ADMINISTRATION AND
MANAGEMENT
DIRECTORS OF THE DEFENSE AGENCIES

SUBJECT: Business Initiatives Council Initiative: Streamlining Excess
Information Technology Equipment Disposal

I am pleased to announce a change in the Department's policy for disposing of its excess property. As you know, in March 2002, the Business Initiative Council approved as a formal tasking an initiative aimed at streamlining the excess Information Technology (IT) disposal process. The Integrated Process Team assigned to this effort recently recommended a course of action, which not only streamlines the process for the warfighter, but also maximizes the potential redistribution of such equipment for the benefit of our customers and major stakeholders.

Once fully deployed, the screening and redistribution of excess IT equipment will become the primary responsibility of the Defense Reutilization and Marketing Service (DRMS), the Defense Logistics Agency field activity charged with disposing of most other excess and surplus property. The redistribution of excess IT shall be conducted by DRMS, consistent with the procedures it uses for other commodities. In doing so, the Department avoids duplicative processes and systems, and achieves real economics of scale. The current practice of pre-screening serviceable IT by the Defense Information Systems Agency has shown to be largely duplicative of the DRMS mission, and will be discontinued.

BUSINESS INITIATIVE COUNCIL

Chairman: Under Secretary of Defense for Acquisition, Technology & Logistics
The Honorable Edward C. Aldridge, Jr.

Secretary of the Army: The Honorable Thomas E. White

Secretary of the Navy: The Honorable Gordon R. England

Secretary of the Air Force: The Honorable Dr. James G. Roche

Vice Chairman of the Joint Chiefs of Staff: General Peter Pace

Under Secretary of Defense (Comptroller) and Chief Financial Officer: Dr. Dov S. Zakheim

Under Secretary of Defense Personnel & Readiness: Dr. David S.C. Chu

DEPARTMENT OF DEFENSE



BUSINESS INITIATIVE COUNCIL (BIC)

The DoD Directive 7950.1 (September 1988), "Automated Data Processing Resources Management," and DoD 4160.21-M, "Defense Materiel Disposition Manual" (August 1997), will each be modified accordingly. In the interim, the DoD Components may proceed with the process changes they deem necessary to accommodate the new policy.

E. C. Aldridge, Jr.

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