

## ANNEX D

### GLOSSARY OF TERMS

**Accountable Property** - Government-furnished property subject to control.

**Accountable Property Officer** – Government official responsible for official accountable property records.

**Acquisition Cost** – The amount initially paid for property by the original user.

**Ammunition, Explosives and Dangerous Articles (AEDA)** – Any substance that, by its composition and chemical characteristics, alone or when combined with other substance(s), is or becomes an explosive or a propellant, or is hazardous or dangerous to personnel, animal or plant life, structures, equipment or the environment as a result of blast, fire, fragmentation, radiological or toxic effects.

**Automatic Release Date** – The date established by the Defense Information Systems Agency or the Defense Reutilization and Marketing Service to indicate the completion of the formal Federal removal priority period.

**Batch-Lotted Property** – The physical grouping together of low-dollar-value property.

**Classified Item** – An item that must be protected from unauthorized disclosure in the interest of national security. Items of this nature are assigned a security classification.

**Commerce Control List Item (CCLI)** – Export Control Item listed in the Export Administration Regulations published by the U.S. Department of Commerce, which may be an item, material or technical data.

**Commercial Venture (CV) Contract** – A long-term retained interest sales contract awarded by DRMS under the provisions of the Federal Property Management Regulations for most usable property.

**Condition Code** – Classifies material in terms of readiness for issue and use.

- A: serviceable (issuable without qualification) new, used, repaired or reconditioned material which is serviceable and issuable to customers without limitation or restrictions
- B: serviceable (issuable with qualification) new, used, repaired or reconditioned material 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.
- C: serviceable (priority issue) items which are serviceable and issuable to selected customers but which must be issued before condition A and B material to avoid loss as a usable asset. Includes material with less than 3 months shelf life remaining.

- D: serviceable (test/modification) material which requires test, alteration, modification, conversion or disassembly.
- E: unserviceable (limited restoration) material that involves only limited expense or effort to restore to serviceable condition.
- F: unserviceable (reparable) economically repairable material which requires repair, overhaul, or reconditioning.
- G: unserviceable (incomplete) material requiring additional parts or components to complete the end item.
- H: unserviceable (condemned) material that has been determined to be unserviceable and does not meet repair criteria.

**Conforming Storage** – A facility or location that conforms to regulations of the EPA and other regulatory authorities governing storage of hazardous waste.

**Contracting Officer's Representative (COR)/Contracting Officer's Technical Representative (COTR)** – An individual designated and authorized in writing by the Contracting Officer to perform specific technical or administrative functions.

**Defense Reutilization and Marketing Automated Information System (DAISY)** - The current software application for property accounting transactions in the DRMS disposal program. Akin but with separate access is DAISY ROSE, which is an application specifically related to Recycling Control Point (RCP) property.

**Demanufacturing (DEMAN)** - The act of destroying electronic property that cannot be redistributed or sold as usable property. It ensures that the environment is protected from potential improper handling of any contained hazardous material. It also ensures that all required demilitarization of military electronics occurs under controlled conditions and in full compliance with property accountability.

**Demilitarization (DEMIL)** - The act of destroying the military offensive or defensive advantages inherent in certain types of equipment or material. The term includes mutilation, scrapping, cutting, shredding, crushing, melting, burning or alteration designed to prevent the further use of this equipment and material for its originally intended military or lethal purpose so that it cannot be used or repaired for use. Demilitarization applies equally to material in unserviceable or serviceable condition that has been declared excess/surplus or foreign excess.

**Demilitarization Code** - A single alphabetic code assigned by the Item Manager identifying the degree of demilitarization necessary to accomplish final disposition of the item.

- A: Non-MLI (Munitions List Item) Non-CCLI. Demilitarization not required
- B: MLI (Non Significant Military Equipment Non-SME [Significant Military Equipment]). Demilitarization is not required
- C: MLI (SME). Remove and/or demilitarize installed key point(s) as prescribed in the Defense Demilitarization Manual
- D: MLI (SME). Total destruction of item and components so as to preclude restoration or repair to a usable condition

- E: MLI (Non-SME). Additional critical items/materiel determined to require demilitarization, either key point or total destruction
- F: MLI (SME). Demilitarization instructions to be furnished by the Item/Technical Manager
- G: MLI (SME). Demilitarization required-AEDA
- Q: CCLI-Commerce Control List Item (formerly SLI, Strategic List Item). Demilitarization not required

**Department of Defense Activity Address Code (DoDAAC)** – A 6-digit code to identify units or activities. First position designates the military service or other Government agency.

**Disposable Property** – Personal property (usable and scrap) classified as excess, surplus and foreign excess.

**Disposal Turn-In Document (DTID)** – The DD Form 1348-1A/2 is the standard document for turn-in of property to the DRMO.

**Downgraded Property** – Usable property that is determined to have no value other than as scrap material.

**Electronic Turn-In Document** – A web-based electronic disposal turn-in document that can be used by the generator in lieu of the DTID.

**Federal Condition Code** - A two-digit code consisting of an alpha Supply Condition Code in the first digit, and a numeric or alpha Disposal Condition Code in the second digit. A combination of the Supply Condition Code and the Disposal Condition Code, which most accurately describes the materiel's physical condition, constitutes the Federal Condition Code for reutilization program screening and review purposes.

- Supply Condition Codes are used to classify materiel in terms of readiness for issue and use or to identify action underway to change the status of materiel. These codes are assigned by the Military Services/Defense Agencies.
- Disposal Condition Codes are assigned by DRMS personnel based upon inspection of materiel and information from Generators at the time of receipt.

**Federal Prison Industries (FPI, also UNICOR)** - Entity to which DRMS issues computer-related hardware for accomplishment of demanufacturing.

**Federal Supply Class (FSC)** - A series of four numerals at the beginning of the National Stock Number that designates the general commodity grouping of the item of supply, e.g., Class 5130, Hand Tools, Power Driven.

**Financial Liability Investigation of Property Loss (FLIPL) = DD Form 200** - Part of process in dealing with lost, damaged or otherwise unaccounted-for government property within custodial responsibility of the DRMO.

**Foreign Military Sales (FMS)** - A process through which eligible foreign governments and international organizations may purchase defense articles and services from the U.S. Government.

**Generating Activity (or Generator)** - An activity or organization that turns their excess personal property in to a DRMO for disposal. Activities or organizations include the Military Services, Defense Agencies, Coast Guard and authorized Federal Civil Agencies.

**Hazardous Material** - Any material that is capable of posing an unreasonable risk to health, safety, property or the environment if improperly handled, stored, issued, transported, labeled or disposed because of its hazardous characteristics.

**Hazardous Property** - Includes Hazardous Material and Hazardous Waste.

**Hazardous Waste** - Any item that is regulated or identified under the Resource Conservation and Recovery Act (RCRA) or federal or state regulation as a hazardous waste.

**Humanitarian Assistance Program (HAP)** - Established by Congress in 1986, this program allows DoD to make available, prepare and transport non-lethal, excess DoD property for distribution by the U.S. Department of State for humanitarian reasons. The Office of Peacekeeping and Humanitarian Assistance manages the program for the Office of the Assistant Secretary of Defense for Strategy and Requirements (ASDS).

**Interservice Support Agreement (ISA)** - Signed documentation between DRMS and another DoD agency outlining services the agency agrees to perform for DRMS or that DRMS will perform for other agencies.

**Inventory Adjustments** - Changes made in inventory quantities and values resulting from inventory recounts and validations.

**Line Item** - A single line entry on a reporting form or sale document that indicates a quantity of property located at any one activity having the same description, condition code and unit cost. A line item may include one or more individual pieces of property.

**Local Stock Number** - Any stock number used in place of a full National Stock Number.

**Materiel** - All items (including ships, tanks, self-propelled weapons, aircraft, etc., and related spares, repair parts and support equipment, but excluding real property, installations and utilities) necessary to equip, operate, maintain and support military activities without distinction as to its application for administrative or combat purposes.

**Memorandum of Agreement (MOA) or Memorandum of Understanding (MOU)** - Signed documentation between DRMS and another DoD or Federal agency outlining services DRMS agrees to perform for that agency and/or the services the other agency agrees to perform for DRMS.

**Munitions List Item (MLI)** - Export Control item listed in the International Traffic in Arms Regulation published by the U.S. Department of State (22 CFR 121).

**Mutilation** - The act of making material unfit for its originally intended purposes by cutting, tearing, scratching, crushing, breaking, punching, shearing, burning, neutralizing, etc.

**National Stock Number (NSN)** - The term typically used for the 13-digit stock number consisting of the 4-digit Federal Supply Class and the 9-digit National Item Identification Number. Each NSN is assigned to identify an item of supply within the materiel management functions. There are some NSNs that contain an additional 2-character suffix which is management control information used to identify major end-items supported by the NSN. The term NATO Stock Number is also abbreviated NSN and is used as a synonym to National Stock Number in logistics matters involving NATO Headquarters or the individual NATO or friendly countries.

**Pilferable** - Material having a resale value or application to personal possession and which is, therefore, especially subject to theft.

**Real Property** - Land, buildings, structures, utilities systems, improvements and appurtenances thereto. Includes equipment attached to and made part of buildings and structures (such as heating systems) but not movable equipment (such as plant equipment).

**Received In Place (RIP)** - Property that is placed on the DRMS accountable record as receipted, based upon a receipt document provided by a generating activity that retains physical custody of the property during RTD screening cycle.

**Received In Place Location (RIPL)** - An operating location where DRMS provides personnel and disposal services exclusively to the host DoD installation.

**Recycling Control Point (RCP)** - DLA Depot property received in place at the Depot that is shipped (usually) directly to the RTD and sales customers from the Depot.

**Reutilization/Transfer/Donation (RTD)** - Reutilization is the redistribution of government-owned property to a DoD agency and its subordinates, or other activities authorized by statute. Transfer is the redistribution of government-owned property to a non-DoD federal Government agency or its subordinates. Donation is the redistribution of Government-owned property to a service educational activity, state or local government agency, or a charitable organization.

**Sales Contracting Officer (SCO)** - An individual who has been appointed and granted the authority conferred by law and Government regulation to sell surplus and foreign excess personal property by any of the authorized and prescribed methods of sale.

**Salvage** - Property that has some value in excess of its basic material content but which is in such condition that it has no reasonable prospect for use for any purpose as a unit and its repair or rehabilitation for use as a unit is clearly impractical.

**Scrap** - Materiel that has no value except for its basic material content.

**Screened/Screening** - The act of reviewing, either by automated or physical means, excess, surplus and foreign excess personal property by RTD customers to meet known or anticipated requirements.

**Sensitive Items** - Any material that requires a high degree of protection and control due to statutory requirements or regulations. Property such as narcotics and drug abuse items; precious metals; items which are of a high value, highly technical, or hazardous nature; and small arms, ammunition, explosives, and demolition materiel.

**Trade Security Control** - Procedures designed to preclude the sale or shipment of Munitions List or Commerce Control List property to any entity whose interests are inimical to those of the United States.

**Usable Property** - Commercial and military type property other than salvage, scrap and waste.

