National Guard Regulation 750-52

Maintenance of Supplies and Equipment

Army National Guard Command Maintenance Discipline Program

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By Order of the Secretary of Army:

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History. This is a new publication replacing Command Maintenance Evaluation Team NGR 750-51, dated 19 October 2010.

Summary. This regulation prescribes the policy for conduct of evaluations, unit eligibility, program conditions, and maintenance standards. This program will be implemented at the State and U.S. Territory level. For purposes of this regulation, State will also refer to the Territories and the District of Columbia.

Applicability. All ARNG units not federally mobilized.

Proponent and exception authority. The proponent of this regulation is the ARNG G4, ARNG-LGZ, 111 S. George Mason Drive, Arlington VA 22204-1373

Army internal control process. This regulation contains internal control provisions in accordance (IAW) with AR 11-2 and identifies key internal controls that must be evaluated.

Supplementation. States may add to, but not subtract from, the areas of evaluation identified in this regulation. Prior approval must be coordinated with ARNG Deputy Chief of Staff, G4 ARNG-LGZ), 111 S. George Mason Drive, Arlington VA 22204-1373. Evaluation area (scoring) established herein will be followed to determine satisfactory or unsatisfactory performance.

Suggested improvements. Users of this regulation are invited to send comments and suggested improvements on Department of the Army (DA) Form 2028 (Recommended Changes to Publications and Blank Forms) directly to ARNG Deputy Chief of Staff, G4 ARNG-LGZ), 111 S. George Mason Drive, Arlington VA 22204-1373.

Distribution. B.

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Chapter 1
General

1-1. Purpose

a. This regulation prescribes policies, responsibilities, and evaluation criteria for the Army National Guard (ARNG) Command Maintenance Discipline Program (CMDP) to attain, sustain, and manage materiel readiness.

b. This regulation will be used in conjunction with other regulations and publications, including applicable Army Regulations, to assess the effectiveness of Modified Table of Organization and Equipment (MTOE), and Table of Distribution and Allowances (TDA) unit maintenance programs. It will enable evaluators to objectively access a unit's maintenance posture and provide tangible feedback to Commanders at all levels.

c. This publication covers Internal and External CMDP evaluations, consisting of Internal CMDP evaluations by headquarters of subordinate units, and External evaluations by State COMET.

1-2. References

Required and related publications and prescribed and referenced forms are listed in appendix A.

1-3. Explanation of abbreviations and terms

Abbreviations and terms used in this regulation are defined in the glossary.

1-4. Responsibilities

a. Director, Army National Guard (DARNG). The DARNG will:
  (1) Prescribe criteria, responsibility, objectives, and procedures for conduct of CMDP.
  (2) Designate a representative to administer the program on behalf of ARNG.

b. Chief, ARNG G4 Maintenance Branch. The ARNG G4 Maintenance Branch Chief will:
  (1) Administer the ARNG CMDP.
  (2) Appoint CMDP coordinator to facilitate the CMDP program for the ARNG.

c. State Adjutants General. The States Adjutants General will:
  (1) Create a CMDP at the State level.
  (2) Exercise operational control of external CMDP evaluations.
  (3) Provide resources necessary to fully execute the CMDP.
  (4) Establish specific maintenance goals and performance measurements based on objectives in paragraph 2-2 of this regulation.

d. The State Deputy Chief of Staff for Logistics (DCSLOG). The DCSLOG will:
  (1) Exercise staff supervision of the States CMDP.
  (2) Exercise staff supervision of the COMETs execution of external CMDP for units and commands.
  (3) Ensure the online COMET Tool List of State Units, is updated annually.
  (4) Plan, program, and budget, resources for the state ARNG CMDP.
  (5) Periodically evaluate or assess program performance.
  (6) Designate a State CMDP Coordinator to administer the program on their behalf.

e. Surface Maintenance Manager (SMM). The SMM will:
  (1) Administer the State CMDP external evaluations on behalf of the DCSLOG G4.
  (2) Ensure the State CMDP complies with all regulatory requirements.
  (3) Coordinate Development of a CMDP master evaluation schedule of all eligible units in the State.
  (4) Facilitate review of the evaluation schedule with the G3/Deputy Chief of Staff for Operations (DCSOPS) and the Evaluation Team Chief to prevent conflicts with training events of evaluated units.
  (5) Provide personnel to accomplish evaluations and when feasible, utilize Joint Forces Headquarters (JFHQ) TDA assets to assist in the accomplishment of evaluations.
  (6) Ensure unit notification lead-time meets the programs intent.
  (7) Briefs the DCSLOG G-4 annually on CMDP results for the previous year.
  (8) Identifies significant problems or trends in unit and corrective actions.
  (9) Provides an assessment of conduct and supervision of Preventive Maintenance Checks and Services (PMCS) throughout the State.

(10) Briefs the number of scheduled unit evaluations not completed, reasons why, and suggestions for improving the CMDP.

f. CMDP Coordinator. The CMDP will:

(1) Maintain and coordinate the external CMDP evaluation schedule, and review it to prevent conflicts with training events of units to be evaluated.

(2) Notify units of their pending evaluation.

(3) Functions as the Point of Contact between the evaluation team and the evaluated unit.

(4) Ensure that all evaluations are conducted in a standardized manner with an evaluation period, and out brief.

(5) Submit evaluation results to ARNG G4 and evaluated units higher headquarters IAW Paragraph 4-1 of this regulation.

(6) Notify the DCSLOG of the results, indicating if everything is adequate or if there is a need for additional personnel or resources.

g. Commanders. Commanders will:

(1) Ensure the unit / detachment Leadership and essential personnel are present, with equipment and records accessible during the evaluation, and attend the in / exit briefs.

(2) Establish policies and procedures to correct faults and prevent them from reoccurring.

(3) Identify faults that require maintenance activities or higher headquarters support to correct.

(4) Submit a formal response for discrepancies, IAW DA PAM 750-1, to the evaluating headquarters within 30 days after the evaluation.

(5) Request Maintenance Assistance & Instruction Team (MAIT) support through command channels to assist in correcting non-compliant findings within 60 days after the evaluation.

h. Unit (BN and Above) CMDP Coordinator. Unit CMDP Coordinator will:

(1) Maintain and coordinate the CMDP evaluation schedule, and review it to prevent conflicts with training events of units to be evaluated.

(2) Notify units of their pending evaluation.

(3) Functions as the Point of Contact between the evaluation team and the evaluated unit.

(4) Ensure evaluators have the technical expertise, experience, and appropriate security clearance for equipment of the evaluated unit(s).

(5) Ensure that all evaluations are conducted in a standardized manner with an evaluation period, and out brief.

(6) Submit evaluation results to the next higher command and State CMDP Coordinator.

Chapter 2
Policies

2-1. Overview

The CMDP is a command evaluation tool used in conjunction with other command evaluations, both formal and informal, including external evaluations performed by COMET, for determining unit compliance to regulatory guidance. Use the complete CMDP checklist located in Appendix C of this regulation when evaluating units' maintenance posture and for any evaluations including: CMDP, Inspector General (IG), Organizational Inspection Program (OIP), and Command Logistics Review Team (CLRT). If these evaluations take place using the complete CMDP checklist the CMDP requirement will be met. Commanders are encouraged to develop unique command checklists using the CMDP checklist as a baseline, and adding supplemental questions. CMDP evaluates unit maintenance programs as they are conducted on a day-to-day basis by identifying areas requiring attention by the commander, and the resolution of systemic problems. Although detailed evaluation of materiel is a function of the CMDP, evaluations will be oriented to readiness, and sustainability. When evaluations are conducted, they provide opportunities to mentor units and their conduct of unit maintenance activities. On the spot training and assistance is encouraged. The overriding principle of CMDP evaluations is the units' ability to maintain their equipment in any environment. "Is the operator maintaining the equipment while performing Federal or State missions for sustained periods of time?"

2-2. Objectives

a. Evaluate the level and quality of unit maintenance management and the current readiness status of MTOE and TDA units.

b. Assess supply operations that relate to maintenance; e.g. repair parts, tools, Basic Issue Items (BII), publications, and training.

c. Measure driver/crew proficiency and the conduct of operator-level Preventative Maintenance Checks and Services (PMCS).

d. Evaluate the commander's use of M-Day resources to maintain equipment readiness within the unit.

e. Assess the combat readiness and sustainability of ground equipment.

f. Identify systemic issues within the State affecting maintenance operations and ground equipment readiness that require additional effort and/or assistance.

g. Indicate if actions taken to fix discrepancies found during prior CMDP, IG, CLRT, Army Audit Agency (AAA), and Government Accountability Office (GAO) visits were effective.

h. Assess the effectiveness and use of other maintenance enablers such as Corrosion Prevention Control (CPC), safety, battery and environmental programs.

i. Provide State Adjutants General and commanders at all levels information on the effectiveness of unit CMDP.

j. Provide an external evaluation of units' CMDP and readiness status.

Chapter 3
Procedures

3-1. CMDP

a. All inspections are conducted IAW this regulation, and results (baseline requirements listings only) should be forwarded to next higher command as well as the State Coordinator. Do not include supplemental questions in the report sent to NGB.

b. The State CMDP Coordinator forwards the inspection results to the NGB Group email found on GKO: https://gko.portal.ng.mil/arng/g4/D03/B03/ReadinessPolicy/SitePages/Home.aspx. The State Coordinator will also maintain a database of unit evaluation reports for the previous four years.

c. Units will maintain copies of evaluation reports for the previous four years.

d. Follow Evaluation Procedures in Appendix B of this regulation.

3-2. External CMDP Evaluations

All State ARNG units required to have a CMDP, are subject to external CMDP evaluations by COMET, unless exempted. The SMM and COMET Evaluation Team Chief will ensure the online COMET Tool List of State Units, is updated annually by September 15th, to reflect force structure, checklist, and scheduling for the upcoming fiscal year.

a. States are assessed by the ARNG-G4 on management and completion of evaluations on eligible units over a 24 month period. The State will evaluate units once every twenty-four months, plus or minus six months. Scheduled evaluations completed within a twenty-four month period should not exceed 100% of eligible ARNG units.

b. States will retain records of all evaluations for four years.

(1) Detachments, within the State, are evaluated as part of the parent unit.

(2) If the parent unit is in another State, the detachment is evaluated and counted as a separate unit.

c. A COMET evaluation will not be suspended or converted to an assistance visit to avoid an unsatisfactory assessment.

d. All units are given advanced notification of an evaluation. The intent of the advanced notification is to provide for proper preparation of a scheduled evaluation to ensure unit personnel, equipment, and records are available on the date of the evaluation. States will develop specific procedures, IAW with guidance provided in this regulation, for the following areas:

(1) Evaluation procedures; see Appendix B of this regulation.

(2) Detailed COMET checklist for evaluations is located in Appendix C of this regulation and available online via the Full Time Support Management Control System (FTSMCS) online COMET tool. States may add to this checklist but cannot remove or ignore questions. At a minimum, Appendix C checklist questions must be evaluated.

(3) Notification procedures.

(4) Materials to be made available for evaluation by the unit and/or unit preparation.

(5) Requirements for entrance and exit briefings.

e. Results of external CMDP evaluations are recorded via the online COMET tool, hosted on the FTSMCS website https://ftsmcs.ngb.army.mil/protected/COMET.

3-3. Command Maintenance Evaluation Team (COMET)

a. Team members conduct evaluations under the direction of the Evaluation Team Chief, at separate detachment, company, troop, and battery level as appropriate. The Evaluation Team Chief will be a commissioned officer, warrant, or senior non-commissioned officer.

b. Team members must be fully qualified in the commodity areas they will evaluate. Their evaluation must be professional, impartial, and instructional to the unit being evaluated.

c. All personnel require appropriate security clearances to evaluate sensitive equipment and documents.

d. Team member expertise should enable evaluation of the unit, quantity, and types of equipment, within the time allocated for the evaluation. Maximum use of cross-trained evaluators will minimize personnel requirements and reduce the impact on the unit being evaluated. Evaluators required for specialized equipment should be requested from support maintenance facilities.

e. MAIT personnel will not participate in COMET evaluations, command evaluations, annual general evaluations, annual training evaluations, spot checks, roadside evaluations; command logistics review teams, or any other command evaluation program IAW AR 750-1.

3-4. Exemptions

States will retain copies of documents that substantiate exemptions of affected UICs for four years.

a. Temporary exemption: A fixed duration exemption from CMDP evaluation. The MTOE or TDA units that meet the exemption criteria of this paragraph are temporarily exempt from evaluation. A copy of the units' orders or inspection results that trigger a temporary exemption shall be kept with the units completed COMET evaluations. A temporarily exempted unit's next scheduled evaluation shall occur after the exemption(s) have expired. There are five types of temporary exemptions.

(1) Activation (a=Activation, c=Conversion, r= Restructure): External Evaluation no later than 24 months after activation.

(2) Mobilization: No evaluation within 6 months of Title 10 mobilization date.

(3) Demobilization: No evaluation within 6 months after Release from Active Duty (REFRAD) date.

(4) Other external evaluations utilizing the complete CMDP checklist i.e. CLRT, IG, AAA, etc. that satisfied the CMDP requirement.

(5) Inactivation: Unit removed from force structure. Upon notification of inactivation from NGB, the unit is no longer eligible for evaluation.

b. Permanent Exemption: A unit that has no CMDP requirement.

3-5. Evaluation Standards.

Units will be evaluated in the following areas:

a. General Maintenance Management, Shop Operations, Class IX operations, Environmental, Army Oil Analysis Program (AOAP), Test Measurement and Diagnostic Equipment (TMDE), Modification Work Order (MWO), Safety, Army Award for Maintenance Excellence (AAME), Drivers Training, Tool Management, Maintenance Activity Security, PMCS, Battery Maintenance, Weapon Maintenance, Chemical, Biological, Radiological and Nuclear (CBRN), CPC and Maintenance Publications. Not all questions will apply for every unit.

b. Primary Weapons Systems and Equipment (PWE). IAW with AR 700-138 ERC A and P apply to primary weapons and equipment. PWE are items essential to and used directly in the assigned mission. Reportable items of equipment are those designated as such in the Maintenance Master Data File (MMDF). The MMDF is maintained by the U.S. Army Materiel Command's Logistics Support Activity (USAMC LOGSA) and is located on the Logistics Information Warehouse – Portal Website at (https://liw.logsa.army.mil). This equipment is required to refuel, rearm, power, move the unit or provide direct command and control. To receive a compliant rating the equipment readiness for all PWE equipment will be at or above 90 percent Fully Mission Capable (FMC). The FMC equipment readiness goal of 90 percent can be found in AR 700-138, para 1-19 (1). Units with nine or less PWE items available to inspect will be considered to have met the standard if only one item is not within compliance. Units with nine or less Primary Equipment items will not be given a non-compliance rating unless two or more Primary Equipment items receive a non-compliance.

c. Materiel General. To receive a compliant rating, units must achieve an average 80 percent compliant rating for equipment inspected that is identified as Materiel General.

3-6. Discrepancies and deficiencies

Discrepancies will be addressed IAW DA PAM 750-1, para 10-8, and:

   a. Units rated non-compliant will be monitored by their "in State" higher headquarters which will monitor the unit's correction of discrepancies. COMET does not conduct re-evaluations on unsatisfactory ratings.

   b. The COMET can recommend, but the Commander will decide, if the unit requires assistance from a Maintenance Assistance and Instruction Team (MAIT). If a visit is required, the unit must request support through command channels to the SMM.

3-7. Technical Assistance.

Commanders should request MAIT visits as part of their maintenance management program. The MAIT is specifically designed to provide this type of assistance to the units in a confidential manner. MAIT visits are a commander's best external resource for maintenance assistance. The MTOE Field Maintenance units, and the supporting Surface Equipment Maintenance Equipment (SEMF) can provide technical training assistance and instructions, follow-up action on repair parts and general advice on maintenance and supply procedures.

Chapter 4
CMDP Evaluation Reports

1.   The CMDP Summary report which is due two times per year (October and April) can be found in appendix D. Place the name and point of contact information for the State surface Maintenance Manager, State and reporting period in the upper section of the report.

2.   Section 1 of the CMDP Summary Report
   a. Enter the number of eligible State units including exempted into line a. for each time period.
   b. Enter the number of units for each time period that are exempted from an external CMDP.
   c. Subtract in each column b. from a. and enter the result.

3.   Section 2 of the CMDP Summary Report
   a. Enter the number from line c. in section 1.
   b. Enter the number of units that received a satisfactory rating.
   c. Enter the number of units that received an unsatisfactory rating.

4.   Section 3 of the CMDP Summary Report
   a. In each area indicate the cause the unit is not in compliance.
   b. In each area give brief description of what was found.

Appendix A
References

Section I
Required Publications

AR 200-1
Environmental Protection and Enhancement

AR 220-1
Unit Status Reporting and Force Registration - Consolidated Policies

AR 385-10
The Army Safety Program

AR 600-55
The Army Driver and Operator Standardization Program (Selection, Training, Testing, and Licensing)

AR 700-138
Army Logistics Readiness and Sustainability

AR 710-2
Supply Policy Below the National Level

AR 750-1
Army Materiel Maintenance Policy

AR 750-43
Army Test Measurement and Diagnostic Equipment

DA Pam 710-2-1
Using Unit Supply System (Manual Procedures)

DA PAM 750-3
 Soldiers Guide for Field Maintenance Operations

DA Pam 750-8
The Army Maintenance Management System (TAMMS) User Manual

TB 5-4200-200-10
Hand Portable Fire Extinguishers Approved for Army Users

TB 43-0142
Safety Inspection and Testing of Lifting Devices

TB 43-0151
Inspection and Test of Air and Other Gas Compressors

TB 43-180
Technical Bulletin Calibration and Repair Requirements for the Maintenance of Army Materiel

TB 43-0211
Army Oil Analysis Program (AOAP) Guide for Leaders and Users

National Guard Supplement 1 to AR 385-10
The Army Safety Program

Section II
Related Publications

A related publication is merely a source of additional information.
The user does not have to read it to understand this publication.

AR 11-2
Managers` Internal Control Program

AR 25-400-2
The Army Records Information Management System (ARIMS)

AR 350-1
Army Training and Leader Development

TB 9-352
Load Testing Vehicles Used to Handle Missiles and Rockets

Section III
Referenced Forms

DA Form 12-Series
List of DA Form 12 series is in DA Pam 25-30

DA Form 2028
Recommended Changes to Publications and Blank Forms

DA Form 2401 (Manual)
Organizational Control Record for Equipment

DA Form 2404 (Manual)
Equipment Inspection and Maintenance Worksheet

DA Form 2406 (Manual)
Materiel Condition Status Report

DA Form 2407 (Manual)
Maintenance Request

DA Form 2408-4
Weapon Record Data

DA Form 2408-14 (Manual)
Uncorrected Fault Record

DA Form 348 (Manual)
Equipment Operator's Qualification Record

DA Form 348-E / DA Form 5983 (Automated)
Equipment Operator's Qualification Record

DA Form 5519-R
Tool Sign out Log/Register (LRA)

DA Form 5982-E (Automated)
Dispatch Control Log

DA Form 5986-E (Automated)
Preventative Maintenance Schedule and Record

DA Form 5987-E (Automated)
Motor Equipment Dispatch (EGA)

DA Form 5990-E (Automated)
Maintenance Request (EGA)

DA Form 5988-E (Automated)
Equipment Maintenance and Inspection Worksheet (EGA)

DD Form 1970 (Manual)
Motor Equipment Utilization Record

DD Form 314 (Manual)
Preventative Maintenance Schedule and Record

NGB Form 811
ARNG CMDP Summary Report

Appendix B
Evaluation procedures

B-1. Selection of Evaluation Items

a. Evaluation of equipment includes on-equipment materiel, publications, and maintenance records. On-equipment materiel includes tools, accessories, and test equipment that support the operation of the major item and not evaluated as separate items. The publications referred to are to be kept with the equipment. Maintenance records to be evaluated include records for individual equipment items; i.e., equipment records folder, PMCS (DA Form 5988-E), DA Form 5986-E, and or applicable manual forms as set forth in DA Pam 750-8.

b. The items evaluated are based on the number of items on hand that the unit is responsible to maintain. Although the team chief may vary the number of items for evaluation, the following relationships should serve as a guide.

Table B-1

Table B-1 Number of Items to be Evaluated

Number of Items on hand	Principal Weapons (Mission Essential)	Materiel General
1-8	All	Not less than 2
9-15	Not less than 9	Not less than 3
16-25	Not less than 10	Not less than 5
26-50	Not less than 10	Not less than 8
51+	Not less than 10	Not less than 10

c. The evaluation team chief or his designated representative select items for evaluation, on a random basis without any influence from the unit or activity. To simplify sample selection, similar items of different manufacture or models with the same general characteristics, rating, or payload can be considered the same. Equipment that has been issued in lieu of authorized items should be identified and evaluated accordingly.

d. When selected items include equipment in a preservation status, preventive maintenance performed to minimize deterioration and to assure serviceability should be part of the evaluation.

e. The random selection should not include the inoperable equipment the unit reported to the team chief before the evaluation. Such equipment will be spot checked for action taken to return the item to a serviceable condition, verify unauthorized cannibalization has not occurred, and the unit has done field level maintenance prior to placing the equipment on maintenance request.

B-2. Maintenance Management.

a. Evaluation of maintenance management to include all activities that have a bearing on the attainment of an acceptable materiel readiness posture, which is the responsibility of the commander of the unit being evaluated.

b. Areas to be evaluated should include, but are not limited to the following:

(1) Army Equipment Records Procedures (DA Pam 750-8).

(2) Publications.

(3) Army Oil Analysis Program (AOAP).

(4) Low usage service program.

 (5) Safety.

(6) Tools and shop equipment.

(7) Test Measurement and Diagnostic Equipment (TMDE).

(8) General appearance of equipment.

(9) Administrative storage of equipment & equipment preservation.

(10) Appointment of required personnel such as AOAP monitors, Materiel Readiness Officer, Calibration Coordinator, etc.

(11) Significant changes in status of equipment prior to the evaluation.

c. To receive an overall compliant rating in Maintenance Management, units must achieve a compliant rating in 90 percent of the areas evaluated.

B-3. Primary Weapon Systems and Equipment (PWE).

Primary Weapon Systems and Equipment are Pacing and ERC A, Army Material Status System (AMSS) reportable items as identified in the Army Enterprise Systems Integration Program (AESIP). These items are selected and grouped into one separate area, rather than rated in their normal classification (i.e., tactical vehicle, communications, weapons, etc.). To receive a compliant rating in this area, units must achieve a compliance of 90 percent of PWE Inspected. Units with nine or less PWE items available to inspect will be considered to meet the 90 percent standard if only one item is non-compliant.

B-4. Materiel General.

This equipment is comprised of items comprised of the equipment not included as PWE (i.e. TDA equipment is not assigned an ERC). Possible items can include:
  a. Combat vehicles.
  b. Tactical vehicles.
  c. Trailers and semi-trailers.
  d. Non-Tactical Vehicles.
  e. Communications-electronics.
  f. NBC.
  g. Weapons.
  h. Generators and compressors.
  i. Material Handling Equipment (MHE).
  j. Medical equipment.
  k. Instruments/Fire Control.
  l. Dining facility equipment.
  m. Construction equipment.
  n. Watercraft.
  o. Missile.
  p. TMDE.
  q. All other.
  r. Optics
  s. Night Vision Devices (NVD)

All items will be averaged to arrive at a Compliant rating if 80% of the items inspected achieve a rating of compliant in Materiel General.

B-5. Conduct of the evaluation.
  a. The evaluation team chief or designated representative will conduct entrance and exit briefs.
  b. The team will evaluate all applicable areas identified in paragraph 1-10 of this regulation.
  c. Team members will provide references to the publications for all deviations from standards noted during the evaluation. Mechanics or operators will be instructed on appropriate corrective action.

B-6. Documentation.
  a. States may use a prepared checklist or automated DA Form 5988-E or DA Form 2404 (Equipment Evaluation and Maintenance Worksheet) to record comments about the unit's maintenance management and sustainability. DA Form 5988-E/2404 will be used to record faults and shortcomings limiting operation of individual items of equipment. When no faults or shortcomings limiting operation are noted, the remark "no faults" should be entered on the appropriate DA Form 5988-E/2404.
  b. Failure to comply with safety directives and technical bulletins should be listed as a fault, either in maintenance management or on the applicable equipment.
  c. On the spot corrections should be noted and the unit given credit. However, corrections should be limited to "quick fixes," such as tightening connections, and must not require parts.

B-7. Reports.
  a. The unit will be receive informal comments summarizing findings in each of the evaluated areas during the out-brief. Whenever possible, copies of each DA Form 5988-E/2404 should also be given to the unit. Any

questions or clarifications should be resolved before the team departs. Compliant or non-compliant ratings will be determined on the day of evaluation.

    b. Formal evaluation results will be forwarded to the unit's supporting maintenance facility.

B-8. Critique.

The evaluation team chief is responsible for conducting an exit briefing of the evaluation before departing from the unit. Personnel present for the exit briefing should include the commander and key personnel. In addition, the commander or a designated representative from the next higher headquarters should be present. During the critique, the team chief and team members will explain the results of major areas evaluated, strengths, weaknesses, and suggested corrective actions. Any areas of concern or questions must be resolved at this point.

B-9. Corrective Action.

When the evaluation is completed, the commander of the unit or activity will take immediate action to correct all faults and shortcomings discovered during the evaluation and not corrected by the time the evaluation was completed.

Appendix C
Evaluation Checklist

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
A.	**General Maintenance Management Operations**					
1	Has an officer or civilian equivalent been appointed in writing as maintenance officer?	An officer or civilian equivalent qualified in maintenance management will be appointed as maintenance officer, in writing, at each level of command. Maintenance officers will provide staff supervision of materiel maintenance operations within the organization. MTOE units that have insufficient officers for these duties may appoint a qualified NCO as the maintenance officer.	AR 750–1 para 3-7	Upon new appointment of the Commander or the assigned officer.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
2	Has the command established a CMDP?	Program procedures and processes will be in written policy directive, SOP, memorandum, etc.	DA PAM 750–1 para 10-2, Unit training calendar	CMDP is formal evaluation(s) annotated on the unit training calendar. CMDP is conducted through both annual (internal) and biennial (external) formal evaluations.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
3	Commanders will appoint CMDP coordinators on orders.	Commanders will appoint a CMDP coordinator (on orders) and ensure that they understand their responsibilities and coordination requirements	DA PAM 750-1 para 10-7	Upon new appointment, validate appointment memorandum annually.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
4	Internal CDMP evaluations are conducted annually.	Commanders will conduct a formal inspection on brigade and lower size units by their parent organization on an annual basis.	DA PAM 750-1 para 10-8	Annual inspections.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
5	Keep results of the last command maintenance inspection on file (historical records).	The brigade, combat aviation brigade or equivalent O–6/ COL command level will keep the results of the annual evaluations for 2 years. States will keep bi-annual evaluations on file for 4 years.	DA PAM 750-1 para 10-8	As required for 2/4 years.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
6	All Army organizations and activities performing maintenance operations will establish and maintain SOPs	Standard operating procedures will be established and maintained by all Army organizations and activities performing maintenance operations.	AR 750–1 para 3-7, DA PAM 750-1 para 1-8, DA PAM 750-3 para 2-2	SOPs reviewed by commander and updated when necessary, signed copy on file.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
7	Does the maintenance SOP clearly define responsibilities?	The purpose of the SOP is to formally describe the way a unit performs maintenance on all unit equipment. The unit maintenance SOP will be written in enough detail to give recently assigned personnel, a firm grasp of how maintenance is to be accomplished in the unit	DA PAM 750-1 para 2-3 DA PAM 750–3 Chap 2	As reviewed and updated. Defines key leader responsibilities with appointment orders.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
8	Maintenance SOP addresses all areas outlined in DA PAM 750-3.	Areas to address in the SOP are listed in DA PAM 750-3, paragraph 2-3.	AR 750-1, Para 3-7, DA PAM 750-3, Para 2-3	Defines the minimum areas and processes to address in the SOP.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
9	Logistics Information System (LIS) operators successfully complete the required training in order to operate	Leaders and commanders must ensure that supply and TAMMS team members are fully cross trained with backups available from other elements in the organization as necessary. The	DA PAM 750-1, para 4-6	As required.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
	assigned system.	operation of this organization should be in unit SOPs so that the unit's mission is not inhibited by unexpected absences or losses. (GCSS-Army).				
10	Are maintenance managers registered to access LIW?	LIW assists maintenance managers with day-to-day maintenance management functions and provide access to ETMs, Federal logistics (FEDLOG), PS Magazine, Parts Tracker, web logistics integrated database, and integrated logistics analysis program.	DA PAM 750-3 para 3-6	Unit maintenance managers have access to LIW.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
11	Commanders will ensure all regulatory requirements are being met if the unit has equipment in administrative storage.	Administrative storage is the placement of materiel in a limited care and preservation status for short periods of time. All requirements listed in AR 750–1 are met.	AR 750-1 para 8-11, AR 71-32 para 7-59	File copy of equipment in Admin storage.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
13	Equipment enrolled into low usage maintenance will meet the criteria and be validated.	Document all equipment in the program and ensure scheduled services are IAW with the program and validated as required.	AR 750-1 para 4-2	File copy of low usage equipment.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
12	Equipment in the low usage program will be inspected and exercised quarterly.	All equipment will be inspected and drive combat vehicles, tactical vehicles, and pull trailers sufficiently (5 miles is suggested) to exercise seals and ensure mission capability by operators semiannually.	AR 750-1 para 4-2	Filed in equipment folder		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
13	Units will validate equipment usage data.	Units will conduct a 25 percent validation of equipment usage data in LIS verses equipment actual odometer reading semiannually. (25% of units equipment semi-annually = 100% unit validation bi-annually)	AR 750-1 para 4-2, DA PAM 750-3 para 7-11	Quarterly, Odometer/Hr meter vs. Logistic Information System (LIS)		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
14	Commanders will ensure the unit understand external maintenance support processes and procedures.	Ensure that field-level maintenance is performed at the unit level or evacuated to the next level for support.	AR 750-1 para 3-13, NGB MSAP	As required / Meets standard when unit has all current supporting maintenance entity's external Standard Operating Procedure (SOP). Partial if they have SOP but not the current version.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
15	Commanders will ensure unit coordinates with designated AFSBn.	Units must utilize AFSBn or support that provide direct or area support. These AMC reps can coordinate critical maintenance and Class IX support.	AR 700–4, Installation AMC logistics assistance representatives	Contact information for local AFSBn representative.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
16	The commander will establish a quality control program for maintenance, repairs and scheduled services.	Fully integrate quality control into maintenance operations to ensure: The identification of equipment faults. Compliance with repair procedures and equipment standards contained in the TMs and equipment-specific publications. The correct code is entered in the LIS for the reported fault.	AR 750–1 para 3-7	As required by unit SOP.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
17	Units will conduct controlled exchanges within regulatory requirements and ensure authorization is	Units ensure that controlled exchange procedures are applied correctly based on urgency of need and proper approval. Units will	AR 750–1 para 4-9	File copy of all transactions.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
	provided by the appropriate authority to perform controlled exchange. Document controlled exchanges for all transactions.	document and file all controlled exchange transactions and ensure replacement parts are on valid requisitions.				
18	Commanders implement inspections on Command Maintenance operations.	Conduct inspections and staff visits to determine the adequacy of command maintenance operations. Document all faults to ensure that corrective actions are taken and to ensure the accuracy of readiness reports.	AR 750–1 para 8-16 DA PAM 750-1, Ch. 10	Retain CMDP inspections for 4 years.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
19	Unit has an establish safety program with appointed safety officer/NCO.	Every unit SOP will address safety. Motor pool operations and field maintenance are inexorably linked with safety.	DA PAM 750-3 para 2-4 AR 385–10 para 1-4	As part of SOP— Copy of appointment orders. Copy of last safety inspection.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
20	Unit will ensure a quality deficiency program is in place and managers have access to the PDREP system	Access to Product Data Reporting & Evaluation Program (PDREP) located at https://www.pdrep.csd.disa.mil	AR 750–1 para 2-20 and 8-10	As required and part of unit SOP.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
21	Risk assessments will be used for maintenance and drivers training operations.	Units need to incorporate risk assessment within all Army operations to include maintenance operations.	AR 385–10 para 11-4	Copies of risk assessment estimates posted.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
22	First-line supervisor(s) will ensure crews are trained to operate equipment and perform PMCS properly.	Unit supervisors provide leadership and training to operators/crew to achieve the Army Maintenance Standard.	DA PAM 750-1 para 2-4, Unit training schedules	Unit Training Schedules and training rosters, hands-on demonstrations and instructions.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
23	Maintenance operations such as motor stables, services, sustainment training and PMCS will be annotated on unit training schedules.	Services, PMCS and other routine maintenance are scheduled on unit training schedules to allow for resourcing, time and personnel to perform maintenance on equipment.	DA PAM 750-1 para 2-1, Unit Training Schedule	Unit Training Schedule.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
24	Commanders will utilize external maintenance training resources.	Leverage formal and on the job training assistance from external sources such as MAIT, LARs, COMET, and IGs.	DA PAM 750–3 para 5-5	List external maintenance sources, POCs and phone numbers. / Meets standard if list of maintenance trainers is maintained and usage is apparent.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
25	Units will properly account for man-hours in LIS.	Unit commanders are responsible for using assigned military maintenance personnel. The maintenance supervisor is directly responsible for using available maintenance personnel. (1) For military manpower, the standard utilization rate is 50 percent; the goal is 75 percent. (2) All commanders operating under LIS have the responsibility to include accurate monthly man-hour utilization in their quarterly command reviews and analyses or similar	AR 750-1, para 4-14, 4-15, and 4-16. IW47 to view man hours by personnel	All maintenance soldiers are accounted for in MH tracking.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
		performance-monitoring programs.				
26	Units validating AMSS data monthly and are they aligned through their supporting higher headquarters?	AMSS collects, compiles, and reports materiel readiness data to LOGSA which provides this information to all command levels. The capability exists to consolidate the real time readiness information received from subordinate units and is used for the purpose of monitoring and reporting their readiness posture. AMSS accumulates NMC data and parts information for all reportable end items, systems, and subsystems and has the capability to receive support and depot-level NMC data from GCSS-Army. The capability of maintaining authorized and on-hand data is included in AMSS. The readiness information accumulated at LOGSA monthly. Ensure that maintenance records are recorded in LIS.	DA Pam 750-8, para 3-2, DA PAM 750-3, para 4-9, BI/BW 2715 feeder report, *(Z-AMSS)* and NGB readiness posture Memorand um LSP-2 shows correct structure unit to AA, JFHQ to JFHQ Asset Vis, JFHQ Asset Vis to NGB UIC, then to Active Army UIC	Monthly reconciliation.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
27	Correct Equipment Category Codes are assigned in GCSS-Army	compare codes in AR 750-1, Table E7	AR 700-138 Tables B-1 through B-7, AR 750-1, Table E7	As changes occur and Quarterly Reconciliation/		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
28	Correct ERC Codes are assigned in GCSS-Army	Compare ERC codes to MTOE or TDA authorization documents.	FMS Web authorizations, NGB memorandum on ERC guidance.	As changes occur/ monthly data Validation		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
29	Equipment is entered in GCSS-Army with the proper reportable code.	Compare MMDF tables to RPR from GCSS-A	AR 700-138	All reportable(s) are properly being reported.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
30	Inspect Shop Operations (For Bn and above with subordinate units)	Unit will inspect Shop Operations	CMDP, Checklist part B	annual inspections		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
31	Inspect Class IX Supply Operations (For Bn and above with subordinate units)	Unit will inspect Class IX Supply Operations	CMDP, Checklist part C	annual inspections		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
32	Inspect Environmental & Hazardous Material Management (For Bn and above with subordinate units)	Unit will inspect Environmental & Hazardous Material Management	CMDP, Checklist part D	annual inspections		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
33	Has an AOAP been established?	The objectives of the AOAP are to improve operational readiness of Army equipment, enhance safety, detect impending component failures and conserve petroleum resources through application	AR 750–1, CMDP, Checklist part E	annual inspections	As part of SOP, local AOAP contact information must be available	___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
		of the on-condition oil change policy.				
34	Has a TMDE program been established?	Calibrate TMDE per the DA TMDE Calibration and Repair Support Program. Unit will inspect TMDE Program	AR 750–43, CMDP, Checklist part F	annual inspections	As part of unit SOP, local contact information must be available	___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
35	Inspect MWO & Warranty (For Bn and above with subordinate units)	Unit will inspect MWO & Warranty Program	AR 700–139 and AR 750–1, CMDP, Checklist part G	annual inspections	As part of SOP, list warranty Items on-hand with turn-in point of contacts (POCs)	___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
36	Inspect Safety Program (For Bn and above with subordinate units)	Unit will inspect Safety Program	CMDP, Checklist part H	annual inspections		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
37	Inspect Army Awards for the Maintenance Program (For Bn and above with subordinate units)	Unit will inspect Army Awards for the Maintenance Program	CMDP, Checklist part I	annual inspections		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
38	Inspect Drivers & Operator Training Program (For Bn and above with subordinate units)	Unit will inspect Drivers & Operator Training Program	CMDP, Checklist part J	annual inspections		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
39	Inspect Tool Management (For Bn and above with subordinate units)	Unit will inspect Tool Management	CMDP, Checklist part K	annual inspections		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
40	Inspect Maintenance Activity Security (For Bn and above with subordinate units)	Unit will inspect Maintenance Activity Security	CMDP, Checklist part L	annual inspections		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
41	Inspect Preventative Maintenance Checks & Services (PMCS) (For Bn and above with subordinate units)	Unit will inspect Preventative Maintenance Checks & Services (PMCS)	CMDP, Checklist part M	annual inspections		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
42	Inspect Battery Maintenance Management Program (For Bn and above with subordinate units)	Unit will inspect Battery Maintenance Management Program	CMDP, Checklist part N	annual inspections		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
43	Inspect Weapon Maintenance/Arms Room Operation (For Bn and above with subordinate units)	Unit will inspect Weapon Maintenance/Arms Room Operation	CMDP, Checklist part O	annual inspections		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
44	Inspect CBRN Room Operation (For Bn and above with subordinate units)	Unit will inspect CBRN Room Operation	CMDP, Checklist part P	annual inspections		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
45	Inspect Corrosion Prevention and Control (CPC) Program (For Bn and above with subordinate units)	Unit will inspect Corrosion Prevention and Control (CPC) Program	CMDP, Checklist part Q	annual inspections		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
46	Inspect Maintenance Publications (For Bn and above with subordinate units)	Unit will inspect Maintenance Publications	CMDP, Checklist part R	annual inspections		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
47	Does the Access Administrator (AA) for the unit have a valid System Authorization Access	Review SAAR, DD 2875, and DD Form 1687 as applicable.	FRAGO 4 to ANNEX F of HQDA EXORD 010-015	annual inspection		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
	Request (SAAR) and DA Form 1687?					
48	Does the AA conduct semi-annual review of all GCSS-Army users?	Use Decentralized User Administration (DUA) workbench reporting section to view changes and roles history within their FE history	FRAGO 4 to ANNEX F of HQDA EXORD 010-015	semi-annual		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
49	Users assigned to all roles required to perform GCSS-Army tasks?	MTOE, Unit mission to determine required roles in GCSS-Army	MTOE assignment and GCSS-Army EUM	semi-annual		_Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
50	Does the AA ensure there are no Separation of Duty (SOD) violations prior to assigning roles to users?	Use GCSS-Army TB000457 assignment matrix to determine possible SOD's.	FRAGO 4, ANNEX F to HQDA EXORD 010-15 TB000457 Position assignment SOD Matrix	Semi-annual role affirmation process. For Approved SOD Substitutions: 72 hours		
B.	Shop Operations					
1	Ensure the unit have one or more school trained Automated Logistics Specialists, (MOS) 92A or have a trained operator with a Certificate of Training for the Logistics Information System (LIS).	Operators must be trained to operate assigned LIS (GCSS-Army). Commanders will ensure that such personnel are fully utilized in these positions.	DA PAM 750-3 para 4-7	School trained or attend supporting installation training as needed or dictated by local standard or regulation.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
2	Each unit (troop/company/battery) level commanders will appoint a responsible person to the duties of a dispatcher.	The commander appoints a person to the duties of dispatcher. The dispatcher receives a password and given access to LIS.	DA PAM 750–8 para 2-2	Validate appointment orders annually or as needed.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
3	The commander or a designated representative will approve limited operations of NMC equipment (authorized Circled X status on DA Form 2404/DA Form 5988–E).	A circled X means the equipment has a deficiency but may be operated under set limitations. The commander or the commanders designated representative may authorize limited operation. The limited operation is usually for a one-time only operation but is dependent on the mission.	DA PAM 750–8 para 3-10 GCSS-Army sends a work flow to the commander or designated representative for approval.	As required and part of unit SOP.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
4	Equipment dispatches are returned on or before the due date.	Dispatching is the method by which a commander controls the use of equipment. Enter close of business or the actual time the user expects to return with the equipment. For extended dispatches, enter the date and time (if known) that the user expects to return the equipment.	DA PAM 750–8 para 2-4 GCSS-A IW28 notification type D1 for open dispatches. Sort by return date.	As per unit SOP.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
5	Unit closes the dispatching loop. All equipment faults will be annotated 5988-E/DA Form 2404, corrected if possible and entered into the LIS if not corrected.	During after-operation checks, the operator/crew and mechanic will correct all known new faults. Leaders and Soldiers will use the TAMMS and LIS procedures to record equipment faults. The dispatcher will	DA PAM 750-1 para 5-2 DA PAM 750-8 para 2-2	As needed.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
		ensure equipment faults are reported to maintenance personnel.				
6	Equipment will be on dispatch when evacuated to maintenance located outside of unit motor pool.	DA Form 5987–E is a record of motor equipment use. It is required for all equipment being dispatched and to record equipment operating time. It is used to control the use of special purpose, combat, tactical, and non-tactical vehicles and equipment, including material handling equipment.	DA PAM 750–8 para 2-10 GCSS-A IW28 notification type D1 for closed dispatches by equipment number	As needed.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
7	Each piece of equipment requiring dispatch will have an equipment records folder.	An equipment record folder is assigned to a specific item of equipment. DA Form 5823 in the front outside pocket ties the folder to the equipment.	DA PAM 750–8 para 2-8	Spot check dispatches.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
8	Unit will retain DA Form 2401 (Organizational Control Record for Equipment) when dispatched equipment is involved in an accident.	If an accident or unusual situation occurs, keep DA Form 2401 until the investigator releases it.	DA PAM 750–8 para 2-10	File copy when accident or other situation under investigation occurs.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
9	Maintenance personnel will use DA Form 5988–E, 5990-E or 2404 to document inspections, periodic services, faults found and actions taken.	Use of DA Form 5988–E and DA Form 2404 when performing inspections, scheduled services, diagnostic checks, technical evaluations, marine condition surveys on watercraft, and PMCS.	DA PAM 750–8 para 3-10 GCSS-A Equip_sit board to view DA Forms 5988-E	As needed. Units should all use automated form DA Form 5988-E unless there is no access to the LIS.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
10	Technical inspections are performed before a work order is accepted into an external field maintenance facility/shop. (for repair and return to customer maintenance activities)	Before a work order is accepted for a shop to perform field level maintenance, a technical inspection must be performed	DA Pam 750-3, Para 7-2	As required.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
11	Ensure all uncorrected faults listed on DA Form 2404 and DA Form 5988–E are entered into the GCSS-A system.	Uncorrected faults are entered into GCSS-A system or go on DA Form 2408–14 if using manual procedures.	DA PAM 750–8 para 3-10	Spot check.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
12	Ensure DA Form 2404 and 5988–E that have NMC faults are on file until the deficiency is repaired or entered into LIS.	When there is a NMC deficiency, keep DA Form 2404 and DA Form 5988–E until the deficiency is repaired or entered into LIS.	DA PAM 750–8 para 3-10	File copy.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
13	Ensure equipment services are performed within the scheduled service interval.	When services are complete, the system automatically schedules the next service. Supervisors must calculate and enter the next special service, lube and AOAP.	AR 750–1 para 3-2 and DA PAM 750–8 para 2-4 GCSS-A IW28 notification type PM and Main Work Center for unit. Sort by due date	File copy.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
14	Sufficient time on the unit's training schedule to perform scheduled services.	Sufficient time blocked in the unit's training schedule specifically for the performance of field-level PMCS (–20 level scheduled services) based on time estimates	DA PAM 750-3, Para 3-1	As required, verify unit training schedule.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
		provided by the maintenance officer and noncommissioned officer in charge (NCOIC).				
15	Establish an operational readiness float (ORF) policy where appropriate.	Use of the ORF is to achieve the equipment availability objectives in AR 700–138 and unit readiness objectives in AR 220–1. These availability objectives (operational ready rates) are 90 percent for ground equipment and 70 percent for aviation equipment.	AR 750–1 para 3-7 and 8-7, Appendix B10	As part of SOP		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
16	Ensure ORF transactions are documented.	All ORF transactions are documented in LIS.	AR 750–1 para 8-7	Review of LIS data		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A A
17	A ground safety notification system is in place to ensure all SOUM, MAM, and GPM are promptly disseminated and complied with.	The Ground Safety Notification System is used to disseminate high, medium and low safety messages to the field when a materiel defect or hazardous condition that can cause death or injury to personnel or damage to equipment.	AR 750–1 para 8-18, and https://www.mmis.army.mil	As required - Units notified, actions completed and documents filed.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
18	The commander will ensure personnel responsible for tracking and reporting compliance of SOU and GPA messages opened a Modification Management Information	Enroll in LIW MMIS APP and sign up for notifications update messages as directed instructions / guidance provides in the messages.	AR 750-10 para 2-16 and AR 750-6 (Army Equipment Safety and Maintenance Notification System, ALARACT 175-2012).	Units notified, actions completed and documents filed.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
	System (MMIS) account.					
C.	**Class IX Supply Operations**					
1	Units inventory Shop and Bench Stock.	Units inventory Shop and Bench Stock in GCSS-Army semi-annually. Using GCSS-Army processes.	AR 710-2 para 2-23, Table 2-2 and FORSCOM Interim Shop and Bench Stock guidance	Unit conducts 100 percent inventory semi-annually and it is signed by the person performing the inventory process.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
2	Causative research completed	For any inventory adjustments made on Shop Stock lines that are sensitive, pilferable	AR 710-2, Table B-4 item 14 DA PAM 710-2-1 para 9-9	Quarterly if discrepancy is noted during Sensitive item inventory.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
3	Sensitive repair parts inventory	Units inventory sensitive Class IX repair parts using GCSS-Army T-Code MI31.	AR 710-2,2-12, 2-23 and Table B-1	CIIC 1-6, 8,9, P, O, R, $ or Y inventoried quarterly		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
4	Unit will conduct consumption history to determine appropriate stockage levels to included increases, decreases, adds or deletions.	Units must continuously adjust repair parts stockage based on requirements. Shop stock lists will be prepared for the unit commander's approval semiannually.	AR 710-2 para 2-23, GCSS-Army MAT_SIT, and ZCON 1	Reviewed semiannually and signed by the commander or authorized representative		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
5	Unserviceable recoverable items and excess serviceable parts properly marked (tagged) and turned into the Army system within 10 workdays.	Recoverable item will be turned in to SSA within 10 workdays (30 days for USAR) after receipt of the new item. MCO will directs the turn-in of all recoverable items by each section to the shop office within 72 hours of job completion.	AR 710-2 para 2-6, AR 750-1, Para 2-2	Daily as required		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
D.	Environmental & Hazardous Material Management					
	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	
1	An environmental program will be established where appropriate.	All Army maintenance operations are conducted IAW with the environmental security provisions of AR 200–1 and the underlying federal, state and local laws and directives.	AR 750–1 para 3-7 , AR 200-1 para 1-28	As part of maintenance SOP detailing an environmental compliance plan.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
2	Unit has State / Territory HMMP and HWMP program / SOP on hand	IAW State / Territory requirements	AR 200-1, 7-3f	Annually reviewed		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
3	A primary and alternate Environmental compliance Officer/Environmental compliance Non-Com-missioned Officer will be appointed in writing?	Appoint and train environmental officers at appropriate organizational levels to ensure compliance.	AR 200–1 para 1-28, 29 CFR 1960.25, c, and NGR 385-10, appendix D	Appointed and posted in writing		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
4	Unit has an environmental and hazardous materials waste management SOP.	Incorporate environmental responsibilities and environmental risk management into unit SOPs and operation orders appropriate.	AR 200–1 para 1-28 and Local , State or Territory SOPs'	SOPs reviewed by commander and updated when necessary, signed copy on file.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
5	Units will conduct new personnel and sustainment HM/HW training.	Documented training for new personnel and sustainment training for HM/HW. Units document on training schedules and class attendance rosters on file.	AR 200–1 para 1-28 and FM 3-34.5 para 4-10	Posted		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
6	Environmental records will be stored and maintained.	Store and maintain environmental records (in hard copy or electronic format) in such a way that they are readily retrievable and protected against damage, deterioration or loss.	AR 200–1 para 5-4	Reviewed monthly		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
7	Unit will have a spill prevention, control and countermeasures plan.	Develop and implement a spill prevention, control and countermeasures plan.	AR 200–1 para 11-4	Posted in writing		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
8	Units will train and exercise spill prevention, control and counter-measures plans.	Train Soldiers and conduct exercises for spill prevention, control and countermeasures plan, as required.	AR 200–1 para 11-5	Documented, Spill kits accessible and serviceable		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
E.	AOAP					
	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	
1	Unit will establish an AOAP program where appropriate.	The objectives of the AOAP are to improve operational readiness of Army equipment, enhance safety, detect impending component failures and con-serve petroleum resources through application of the on-condition oil change policy.	AR 750-1 para 8-2	SOPs reviewed by commander and updated when necessary, signed copy on file, local AOAP contact information must be available		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
2	Unit will assign and train an AOAP monitor.	Ensure each organization enrolls equipment as required by regulation and appoints an AOAP monitor who will ensure that subordinate units implements AOAP procedures within the command.	AR 750-1 para 8-2 & TB 43-0211 para 2-1	Appointment orders upon appointment of new monitor		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
3	Oil samples will be taken as required by interval and sampling techniques.	At scheduled intervals, owning units will ex- tract samples of lubricants from enrolled equipment and submit the sample to AOAP laboratories for analysis. Equipment users will complete DD Form 2026 (see TB 43–0211) and submit the form with the sample to the AOAP laboratory.	DA PAM 750–8 para 4-5 and TB 43-0211	As needed		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
4	DA Form 2408–20 or printouts will be maintained on all equipment required to have AOAP samples taken.	Maintain DA Form 2408–20 (Oil Analysis Log) for each AOAP enrolled item. Unless directed by local requirements, AOAP participating units receiving and maintaining OASIS laboratory reports with data normally listed on DA Form 2408–20 are not required to maintain DA Form 2408–20.	DA PAM 750–8 para 4-5 GCSS-A IW28 notification type O1 and main work center will show you all open or closed AOAP DA Forms 5991-E	As needed		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
5	All equipment requiring oil sampling will be enrolled in the AOAP program.	Equipment and components listed in TB 43–0211 and other equipment and components authorized by PM AOAP require sampling.	DA PAM 750–8 and TB 43–0211	Monthly validation		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
6	Ensure units act on recommendati on received on DA Form 3254-R from the lab.	When analytical test findings indicate a potential problem, the laboratory will forward a maintenance recommendation to the customer unit on DA Form 3254–R (Oil Analysis	DA PAM 750-8 para 4-6 & DA PAM 750-1 para 6-7	As needed		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
		Recommendation and Feedback)				
F.	TMDE					
	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	
1	Appoint a primary TMDE coordinator in writing to serve as the central POC between the unit and the TMDE Support Activity (TSA).	The TMDE coordinator will be responsible and have authority for monitoring the command, installation, or unit TMDE management program.	AR 750-43 para 2-10 & 6-4	As required		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
2	The TMDE coordinator will review the instruments master record file (IMRF) against the property book to ensure all authorized TMDE is maintained and the information is accurate.	95 percent or above of the TMDE inventory identified in the owner/users IMRF is available to the user in a calibrated and repaired condition. Items placed in calibration before use status is subtracted from the owner/users IMRF when calculating availability.	AR 750–43 para 6-1 and TB 750-25 para 3-7	Monthly, Appointment orders on file		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
3	TMDE coordinator use the TMDE checklist in TB 750-25	Checklist is applicable to TMDE users and TMDE support coordinators for compliance with regulatory requirements of the TMDE support program	TB 750-25 para 3-7	As required		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
4	All TMDE equipment which requires PMCS/inspections will have a valid DA Form 5988-E.		AR 750-1, para 3-9, TB 750-25, para 3-10	As required		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
G.	MWO & Warranty Program					
	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
1	Ensure MWOs are applied in a timely manner.	Mandatory MWOs are applied based on instructions published as an emergency, urgent or routine. Apply urgent MWOs within 2 years from effective date and routine MWOs within 5 years of effective date.	AR 750–1 para 3-2 and DA PAM 750-1 para 6-11, AR 750-10 para 2-16 GCSS-A IW28 notification type MW and main work center to show MWO's open or closed	File all MWO completions in MMIS		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
2	Units will utilize DA Form 2407 to file warranty claims actions. Ensure unit knows what equipment is on warranty and the POC.	DA Form 2407 and DA Form 2407–1 (Maintenance Request Continuation Sheet) are the only forms used to file warranty claim actions.	DA PAM 750–8 para 3-16	List of warranty items and warranty POCs		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
3	Units use the electronic DA Form 2408–4 to records firings and other information on the service life of weapons with cannon or mortar tubes.	The electronic DA Form 2408–4 is used to record firing and other information on the service life of weapons, cannons, and mortar tubes.	DA PAM 750–8 para 5-3 and 5-4 https://tulsa.tacom.army.mil/guncard/	IAW weapons TB and TM		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
H.	Safety Program					
	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	
1	Establish a safety program with safety officer/NCO.	General Army safety program responsibility lies with all Soldiers and Army civilians at all levels.	AR 385–10 para 1-4 and 16-2	As part of SOP— Copy of appointment orders. Copy of last safety inspection.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
2	The unit safety officer will be appointed on orders and ensure safety is discussed in the SOP.	Commander appoints a trained safety officer	AR 385–10 para 2-5 and DA PAM 385-10 para 3-3 f.	Appointment orders and SOP		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
3	All new personnel will be trained to recognize specific hazard and risks in shop areas.	All Army personnel will receive CRM training (initial and sustainment training) in those areas needed for a safe and efficient execution of their tasks.	AR 385-10 para 10-2	Document training on the training calendar or on file for new personnel		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
4	Inspected the shop for proper safety signs, safety equipment and fire extinguishers.	Safety board for electrical and electronic equipment; recent safety inspections; eye wash stations; fire extinguishers; visual marking of hazards	AR 385-10, TB 385-4 3.8.9, OSHA standards www.osha.gov/pls/oshaweb/owadisp.show_document?p_id=10681&p_table=STANDARDS	As part of the SOP and as needed in unit work areas		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
5	Utilize chock blocks when vehicles are being worked on.	Vehicles are chock blocked when maintenance is performed to prevent injury.	AR 385-10 Para 11-2, para 11-4	As part of the SOP and as needed in unit work areas		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
6	Personal Protective Equipment (PPE) will be utilized while performing maintenance tasks.	Identify required PPE for task to be performed and ensure PPE is available and Soldiers are trained in proper wear and use.	OSHA 29 CFR, Section 1910.122 Page 418, as required per appropriate technical manuals.	As part of the SOP and as needed in unit work areas		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
7	Operators will use ground guides when backing or moving any vehicle that has its rear visibility blocked by cargo or other items.	Train Soldiers in the proper use ground guides and ensure compliance.	AR 385-10 para 11-4	As part of the SOP and as needed in unit work areas		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
8	Utilize exhaust tubes when vehicles are operated within the maintenance facility.	Train Soldiers in the proper use of ventilation systems and ensure compliance.	AR 385-10 para 11-4	As part of the SOP and as needed in unit work areas		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
9	Generators will be grounded prior to operations or servicing.	Generators will be operated IAW with TM and SOP.	Applicable 10/20 TMs TB 43-0125 para 1-3	As part of the SOP		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
10	Tire safety inflation cage will be unmounted and at least 3 feet from any object.	Train Soldiers in proper use and ensure compliance.	TM 9-2610-200-14, WP 003-00-2	As part of the SOP		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
I.	**Army Awards for the Maintenance Program**					
	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	
1	The commander will establish an awards program for operators and maintainers to receive the driver and mechanic badge.	Unit commanders are responsible for establishing and maintaining the program for awarding driver and mechanic badges.	DA PAM 750–3 para 6-1	As required, part of unit SOP		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
3	Supervisors will review and identify candidates for the mechanic's badge.	For the Mechanic Badge, the maintenance platoon leader who oversees the GCSS-A activity should coordinate with other affected platoon leaders and forward to the company commander with recommendations for the approval authority in a standard memo format.	AR 750-1 para 2-20 DA PAM 750-3 para 6-4	As required, part of unit SOP		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
4	Supervisors will review driving records to identify candidates for	The maintenance platoon leader who oversees the GCSS-A activity should coordinate with other affected	DA PAM 750–3 para 6-2 Review drivers mileage	As required, part of unit SOP		___Unit in compliance with policy. ___Unit not in compliance

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
	the driver's award.	platoon leaders (or their master drivers if assigned) and forward to the company commander with recommendations for the approval authority in a standard memo format.	using ZAMW by personnel number			with policy. ___N/A
J.	**Drivers & Operator Training Program**					
	Regulatory Requirement	**Administrative procedures**	**References**	**Frequency/Standard**	**Remarks**	
1	Commander or authorized representative will conduct driver's interviews when selecting driver and operators.	Commanders or authorized representatives conduct interviews. Areas of concern are maturity, attitude, past driving record, hearing, extreme nervousness or any abnormal characteristics and medication, if used on a regular basis, that causes drowsiness, impairs vision, or affects coordination.	AR 600–55 para 3-2 and Appendix B	Documented in file		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
2	Driver training and assistant instructors will be appointed on orders. The Instructor will be trained, licensed, technically knowledgeable and experienced in the equipment used in training	Appoint instructors and assistant instructors in writing to train or instruct personnel on an authorized type of vehicle. All instructors and assistant instructors must be licensed to operate the vehicle or equipment. Have technical knowledge and experience as outlined in appendix F	AR 600–55 para 4-2, Appendix F	Appointment by commander, orders on file		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
3	First line supervisors or qualified individuals will conduct annual check rides and annotating the operators DA Form 348 and OF 346/DA Form 5984–E.	First line supervisors will conduct an annual check ride every 2 years for each driver to assess driving proficiency and identify weaknesses. If the first line supervisor is not licensed or is unable to perform the check ride, the commander or supervisor will ensure a qualified individual performs the check ride and assessment.	AR 600–55 para 4-4	Documented on DA Form 348 every 2 years		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
4	Ensure there is a remedial training program for drivers or operators who have misused equipment, demonstrated a need for additional training or had a "driver at fault accident" traffic violation.	Commanders will establish a remedial training program for drivers or operators who have had driver at-fault accidents, traffic violations or misused equipment.	AR 600–55 para 4-5	As part of SOP. Unit training calendar		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
5	Each DA Form 348/348-E will be reviewed and updated annually by the designated individual.	Review DA Form 348 annually for: a. Safety awards. b. Expiration of permits. c. Accidents and moving traffic violations. d. Remedial, required or refresher training. e. Re-examination. f. License suspension.	AR 600–55 para 6-4 GCSS-A Can view operators qualifications using ZOPID and personnel number	Documented		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
6	Ensure there is a DA Form 348 on file for each operator.	All Active Army, ARNG, USAR and Army civilian personnel (excluding contractor personnel), including foreign nationals, whose	DA PAM 750–8 para 2-1	On file		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
		positions require operating Government-owned or leased vehicles or equipment, will be trained and tested before issue of an OF 346.				
7	Night vision device (NVD) driving: Ensure there is a NVD driver qualification program and training is documented on DA Form 348/348-E.	Instructors will document qualification and refresher training on the individuals DA Form 348, Section III, and annotate on the OF 346 and DA Form 348, Section I, the specific type of NVD the individual is qualified.	AR 600–55 para 8-4, 8-6.	Annually noted on DA Form 348		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
8	Hazardous materials: Operators who are authorized to transport hazardous materials will be trained and certification annotated on DA Form 348/348-E.	Training in transporting hazardous materials will be consistent with Part 171, Title 49, Code of Federal Regulations (49 CFR 171). Military vehicle operators must meet the licensing requirements in para- graph 2-3, and must receive, as a minimum, introductory and familiarization training.	AR 600–55 para 4-9	Documented		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
9	Ground support equipment: Operators will be trained, certified and licensed on power generation equipment, air compressors, heaters, forklifts, cranes, steam cleaners and pumping equipment. Ensure	Applicants are required to demonstrate proficiency in operating each piece of equipment for which they are licensed. Enter qualifications on non-self-propelled equipment in DA Form 348, Section I, and enter training in Section III.	AR 600–55 para 7-1	Documented		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
	training/certification is annotated on DA Form 348/348-E and OF 346/DA Form 5984–E.					
K.	**Tool Management**					
	Regulatory Requirement	**Administrative procedures**	**References**	**Frequency/Standard**	**Remarks**	
1	A tool room custodian will be appointed in writing.	The tool room custodian is responsible for all tools in the tool room.	AR 710-2 para 2-10 a. and j., DA Pam 710-2-1 para 6-3	As required		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
2	Tool sets, kits, and outfits will be properly stored and secured.	Hand tools, tool sets and kits, and shop equipment are secured and controlled per the physical security standards of AR 190–51. Lockable tool boxes will be secured with a U.S. Government approved lock. Portable hand tools, tool sets or kits, and shop equipment when not in use and not under the surveillance of a responsible person (user, tool room keeper, or guard), will be stored in a secure location.	AR 710-2 para 2-10 j., AR 190-51 para 3-22	As required		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
3	Tool sets, kits, or outfits are issued to using individuals on component hand receipts. Individuals have a copy of the applicable component hand receipt.	When preprinted component hand receipts are available, their use is mandatory. Prepare hand receipt annexes in two copies. The preparer keeps the original; the hand or sub-hand receipt holder keeps the copy.	AR 710-2 para 2-10, DA Pam 710-2-1 para 6-2 AR 735-5 para 7-5	As required		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
4	The tool sets, kits or outfits component list are based on the most current Supply Catalog (SC).	The components that make up a SKO are listed in the supply catalog (SC) or component list (CL) for that SKO. The components that are issued with the end item are listed in that item's technical manual (TM).	AR 710-2 Appendix F-2, DA PAM 710-2-1 para 6-2, https://weblog.logsa.army.mil/sko/index.cfm	Semi-annual inventory for SKO assigned to the tool room. SATS/FRS/SEMC's, etc. annually, unless designated as tool rooms by the commander.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
5	Tool room will be inventoried at least semi-annually and the unit commander completed a memorandum for record listing the results of the inventory.	The tool room will be inventoried semi-annually.	DA PAM 710-2-1 para 9-5	Semi-annual inventory		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
6	Are tool sets, kits, and outfits that are assigned to users inventoried within 15 days after return from a field exercise or operational deployment for completeness and serviceability?	Commanders ensure inventories are conducted after field exercises to verify OCIE and equipment are on hand and serviceable.	AR 710-2 table 2-2h	Within 30 days after the exercise		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
7	Are tool sets, kits, or outfits controlled using tool room procedures?	These items, when not on hand receipt to a user, will be controlled through a locally devised receipt, sign–in/sign–out log, or exchangeable tag system.	AR 190-51, Para 3-22	As required		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
8	Are tool room keys secured and controlled using a key control register/access roster?	Access to tools and shop equipment will be controlled to the maximum extent practical. If possible, access will be limited to the user, the individual	AR 190-51, Para 3-22	As required		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
		designated as responsible for security items when not in use, and supervisory or command personnel.				
9	Unit will ensure that all sets, kits, outfits, and special tools are being used, maintained and account for properly.	Field level maintainers cannot be expected to properly troubleshoot, remove, or replace components, unless the right tool is readily available and serviceable as called for in the equipment TM.	DA PAM 750-3 para 3-8.	As required		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
10	Unserviceable tools are segregated, properly tagged, and promptly replaced.	Commanders, field maintenance managers, and supervisors must ensure that all sets, kits, outfits, and special tools are being used and maintained properly; properly accounted for; and promptly replaced when unserviceable or lost.	DA PAM 750-3, Para 3-8, AR 735–5 para 14-19 & 20.	As needed		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
11	All tools that require calibration are currently calibrated and have a DA label 80, DA label 163 or a 2417 affixed to the item.	A DA Form 2417 affixed to an item of TMDE identifies instruments awaiting repair or maintenance action. These labels and forms document the current status of TMDE.	TB 750-25 Para 2-5	As required		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
L.	**Maintenance Activity Security**					
	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	
1	Appoint key custodian by memorandum for the motor pool to maintain keys for vehicles, tool room,	A primary and alternate key custodian is in writing, to issue and receive keys, and maintain accountability for	AR 190-51 Appendix D D-2	Upon appointment, maintain orders on file. Document on CMDP evaluation list		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
	petroleum, oil, and lubricants, Shop Stock List (SSL) and tool boxes.	office, unit or activity keys.				
2	Keys will be maintained under proper control with access roster.	Properly secure keys and document access to keys	AR 190-11 para 3-8 l.	Key access and posted roster		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
3	Ensure the last key inventory was conducted within the allotted period.	Locks and keys require semi-annual inventory by serial number	AR 190-11 para 3-8 n.	Semi-annually		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
M.	**Preventative Maintenance Checks & Services (PMCS)**					
	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	
1	The Commander must establish a climate, provide resources, assign responsibility and train soldiers to achieve the PMCS standard.	Commanders at all levels will emphasize the conduct and supervision of PMCS performed at unit level. Ensure that all PMCS, including field-level services, are scheduled and performed as required by the appropriate TM.	AR 750-1 para 3-10, DA PAM 750-3 Para 3-1, equipment TM's, and Maintenance Plans in GCSS-A	As part of unit SOP		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
2	PMCS will be scheduled on the training schedule to include specialty equipment.	Services, PMCS and other routine maintenance are scheduled on unit training schedules to allow for resourcing, time and personnel to perform maintenance on equipment.	DA PAM 750-3 para 3-1	Monthly, verify unit training schedule.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
3	Sufficient time on the unit's training schedule to perform operator PMCS on a monthly basis.	Sufficient time blocked in the unit's training schedule specifically for the performance of operator PMCS on a monthly basis.	DA PAM 750-3, Para 3-1	Monthly, verify unit training schedule.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
4	Equipment Operators will use the applicable Technical Manuals (TM's) to perform PMCS.	Operators/crews will use the TM to perform PMCS before, during, and after operation. Whether hard copy of electronic manuals, operators, field level mechanics and supervisors must have current field maintenance TMs, LOs, TCs, and TBs to maintain and service equipment.	DA PAM 750-1 para 5-2 DA PAM 750-3 para 4-5	Current and complete operator level (-10) with all changes applied.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
5	Units will use the repair flow of a field-level maintenance fault and update assigned LIS with all faults.	Unit personnel update maintenance faults associated with specific items using LIS.	DA PAM 750-1 para 3-1 and 4-8, DA PAM 750-3 Figure 3-1	As required and part of SOP		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
6	PMCS will be performed and documented correctly using DA Form 5988-E or DA Form 2404.	Key leader responsibilities	DA PAM 750-1 para 5-2	Spot check dispatches and file copies		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
7	All required BII/COEI will be present and serviceable.	All equipment will be properly accounted for with shortages annotated on shortage annex and on order. Equipment should be clean and serviceable at all times.	AR 750-1 3-2 b. (8)	As part of PMCS		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
N.	**Battery Maintenance Management Program * references pending AR 750-1 revision (expected 3 Qtr. FY 17)**					
	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	
1	Unit will develop an internal SOP addressing battery maintenance management procedures including the following: Storage of	The Army battery program is designed to provide policy guidance on the use and maintenance of military and commercial standard batteries and	AR 750-1 para 8-22	As part of unit SOP		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
	serviceable and unserviceable batteries. Battery receipt and turn-in procedures. Battery testing procedures (unit & SSA) prior to turn-in.	rechargeable/reusable batteries.				
2	Unit will incorporate battery maintenance and management training into annual sustainment training.	Documented training for new personnel and sustainment training; document on training schedules and class attendance rosters on file.	AR 750-1 para 8-22	Annotated on unit training calendar		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
3	The battery container and/or designated space for battery operations will comply with the necessary safety standards according to installation safety office and OSHA standards.	Inspection results from the Safety Officer and Installation Safety Officer are on file.	AR 750-1 para 8-22	IAW with installation policy.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
4	Personal Protective Equipment (gloves, apron, face shield, and chemical goggles) will be available for the operators.	Incorporate responsibilities and risk management into unit SOPs and operations orders as appropriate.	TM 9-6140-200-13 TB 9-6140-252-13 AR 385-10 para 1-5 OSHA 29 CFR, Section 1910.122 Page 418	As part of unit SOP		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
5	Unit uses re-chargeable batteries for communications and electronic equipment.	Commanders will maximize use of rechargeable batteries during peacekeeping operations where appropriate.	AR 750-1, Para 8-22	As part of unit SOP		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
O.	**Weapon Maintenance/Arms Room Operation**					

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	
1	Weapon will be cleaned and PMCS conducted before, during and after each use.	The Army has one maintenance standard, TM XX–10 and TM XX–20.	Requirement -10 Technical Manual,	As required, Proof: Latest copy of DA Form 5988–E or DA Form 2404		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
2	Appropriate/applicable TMs, TBs, MWOs, and general publications or manufacturer's manuals on hand in sufficient quantity to support the maintenance mission.	Publication clerk reviews and updates 12 series and requests the shortages of publications for the arms room and maintenance support.	DA PAM 750-3 para 3-5, AR 750-1 para 3-1	Reviewed and updated annually		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
3	DA Forms 5988-E/2404 used to record faults during operator PMCS?	Provides the capability to identify maintenance faults related to a specific piece of equipment	DA PAM 750-8 para 3-10	Available for operators performing PMCS		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
4	Scheduled services are performed on all weapons in the Logistical Information System (LIS)	Scheduled services are performed at the service interval required by the applicable technical publication.	AR 750-1 para 3-2, DA PAM 750-8 para 3-9	As required by TM.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
5	Serviceability and Safety gauging will be completed on all weapons as required.	Equipment services are specified maintenance actions performed when required. Equipment, components and systems are routinely checked, adjusted, changed, analyzed, lubed and so forth IAW with engineer specifications.	Current record of DA Form 5990-E (Maintenance Request) or DA Form 2407 IAW with AR 750-1 and DA PAM 750-8, and applicable TMs.	As needed		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
6	Weapons and other equipment (spare barrels and bag accessories, tripods, blank adapters, magazines, bayonets, scopes, suppressors, night vision devices, laser designators, anemometers, foreign weapons, dehumidifiers, GPS, etc.) that are located in the arms room being properly maintained?	Equipment will maintained IAW technical manuals.	AR 750-1 para 3-2,	As needed		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
7	Cleaning kit on hand for each piece of equipment in the arms room?	Cleaning kits and supplies are on hand or on order through supply.	AR 750-1 para 3-2 (8)	As needed		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
8	Are receipt copy (DA Form 2407-E) of field level maintenance work requests / job orders on hand for weapons that were evacuated to higher-level maintenance?	One automated hard copy (copy #1) is used for accountability purposes and returned to support maintenance when the unit picks up equipment.	DA PAM 750-8 Para 3-13, 3-14, 3-10	As needed		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
9	Are repair parts and supplies required to complete the corrective actions on a valid funded requisition?	Review 5988E for parts requested and check the status of those requests.	AR 750-1;DA PAM 750-1, DA PAM 710-2-1	As needed		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
P.	CBRN Room Operation					
	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
1	Radiation Safety Officer will identified and appointed in writing by the commander.	Each commander or director will designate in writing a radiation safety officer.	DA PAM 385–24 para 1-4 m. (1)	As needed		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
Q.	**Corrosion Prevention and Control (CPC) Program**					
	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	
1	Unit will follow the guidance and fulfilling their responsibilities of the CPC program.	CPC will be achieved by incorporation of the latest state-of-the-art corrosion control technology in the original equipment design, in the manufacturing, in all levels of maintenance, in supply, and in the storage processes. The objective is to minimize corrosion by using design and manufacturing practices that address selection of materials; coatings and surface treatments; production processes; process specifications; system geometry; material limitations; environmental extremes; storage and ready conditions; preservation and packaging requirements; and repairs, overhaul and spare parts requirements.	AR750-1, Para 8-21 & AR 750-59.	As required		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
2	Unit commander will appoint a Unit Corrosion Monitor.	Unit commanders will - appoint corrosion monitor(s) on unit orders.	AR 750–59 para 2-9	Upon new appointment, validate when inspected		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
3	Unit Corrosion Monitors will review Corrosion Control Inspection (CCI) checklist.	Monitor equipment corrosion inspections to assure TM procedures and/or CCI checklists are followed	AR 750-59 para 2-10, TB 43-0213	As required.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
4	Unit will conduct training on corrosion control.	Ensure all unit personnel receive CPC training appropriate for their duties. As a minimum, it will include annual refresher training appropriate to the skill level and duties of all maintenance, support, supply and operations personnel involved with preventive maintenance checks and services (PMCS) functions.	AR 750-59 para 2-9	Annual		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
5	Unit will conduct Corrosion Control Inspections (CCI) on all assigned equipment.	Corrosion inspections will be performed on equipment on a recurring basis. Instructions will be included in the equipment specific TM. When no TM has been developed for the item or if a CPC inspection interval is not included, a CPC inspection will be due every 180 days as a minimum.	AR 750-59 para 3-4, TB 43-0242	Every 180 days or as outlined in the equipment TM or TB.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
6	Unit performs corrective actions and spot painting with Water Dispersible (WD) CARC as required to protect equipment.	Maintenance operations normally assigned to operator and/or crew to address corrosion include: identification, annotation and those corrective and preventive actions, outlined in AR 750–1, that are within the	AR 750-59 para 3-4, TB 43-0242	As required.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
		operator's capability including storage, wash, and paint procedures,				
R.	Maintenance Publications					
	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	
1	Unit SOP addresses publications in support of maintenance activities and operations.	SOPs will be established and maintained by all Army organizations and activities performing maintenance operations	AR 750-1 para 3-7 b., DA PAM 750-3 para 2-3 and 3-5	SOPs reviewed by commander and updated when necessary, signed copy on file.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
2	All appropriate and applicable TMs, TBs, LOs, MWOs, and general publications or manufacturer's manuals are on hand in sufficient quantity to support the unit's maintenance mission.	Whether hard copy or electronic manuals, field level mechanics and supervisors must have current field level maintenance TMs, lubrication orders (LOs), training circulars (TCs), and technical bulletins (TBs) to properly maintain and service assigned equipment.	DA PAM 750–1 para 3-10, DA Pam 750-3, Para 3-5	As required for maintenance teams.		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
3	All required publications are current with all changes posted in hard copies "printed" or updated on electronic versions for required publications to support maintenance tasks performed.	Field mechanics will use the TM 10 series, TM 20 series, and TM 30 series to identify and correct faults. The primary source for issue of publications is the U.S. Army Publishing Directorate (http://www.apd.army.mil). Units and activities can use, review, print, or download the electronic versions. Whether hard copy or electronic manuals, field-level mechanics	DA PAM 750–1 para 3-10. DA PAM 750-3 para 3-5	As required. Verify current publications and changes with DA PAM 25-30, hhtp://www.apd.army.mil or https://weblidb.logsa.army.mil under publications tailored index by UIC		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
		and supervisors must have current field maintenance TMs, LOs, TCs, and TBs to maintain and service equipment.				
4	Maintenance Support Devices (MSD) will be kept up-to-date with current manuals and software to perform all maintenance tasks to standards.	Quality control must be fully integrated into maintenance operations to ensure-Compliance with repair procedures and equipment standards contained in the TMs and equipment-specific publications.	AR 750-1	As required to support assigned equipment. Verify current versions at https://weblidb.logsa.army.mil		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
5	TM libraries and all collections of manuals (including electronic media) indexed for easy access and labeled IAW with ARIMS	All folders and containers used to store official records, including records in electronic form, will be labeled. Records will be identified clearly by marking, designation, electronic labeling	AR 25-400-2, Para 6-1 and Para 6-2	Annual review of 12-R series publications and review publications on order (CRAM).		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A
6	Ensure operator/crew will have a current TM 10 series to perform PMCS for all assigned equipment.	Operator and/or crew performing PMCS from the applicable TM 10 series is the cornerstone of the Army Maintenance System. The before, during, and after PMCS concentrate on ensuring equipment is FMC and maintained IAW with the TM 10 series operator's manuals.	DA PAM 750-3, 3-5f, AR 71-32, 7-3, DA PAM 25-40, Jun 2015	As required. Verify current publications and changes with DA PAM 25-30, hhtp://www.apd.army.mil or https://weblidb.logsa.army.mil under publications tailored index by UIC		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

	Regulatory Requirement	Administrative procedures	References	Frequency/Standard	Remarks	Result
7	Units will have a publications account/sub account to order required publications/receiving change supporting maintenance operations.	The primary source for issue of publications is the U.S. Army Publishing Directorate (http://www.apd.army.mil)	DA PAM 750-3, 3-5, Sep 2013 DA PAM 25-40, 11-10 & 11-30, Jun 2015	Annual review of 12-R series publications and review publications on order (CRAM).		___Unit in compliance with policy. ___Unit not in compliance with policy. ___N/A

Part IV Primary Weapons Systems and Equipment (PWE) (ERC P and ERC A Reportable Equipment)

	Compliant	Non-compliant	N/A
a. Pacing Items and Systems			
b. ERC A Items and Systems			
Total:			

Percent Compliant_____   Percent Non-compliant_____

*PWE (EVALUATION STANDARD 90%) Compliant__Non-compliant__

Part V. Materiel General

	Compliant	Non-compliant	N/A
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
Total:			

Percent Compliant_____ Percent Non-compliant_____

MATERIEL GENERAL (EVALUATION STANDARD 80%) Compliant__Non-compliant__

Total Evaluation Score

I.   Maintenance Management   (90%)   Compliant_____ Non-compliant_____
IV. *Primary Equipment   (90%)   Compliant_____ Non-compliant_____
V.   Materiel General   (80%)   Compliant_____ Non-compliant_____

Appendix D NGB FORM 811 ARNG CMDP Summary Report

ARNG CMDP SUMMARY REPORT
The proponent agency is ARNG-LGM. The prescribing directive is NGR 750-52

SEMI ANNUAL CMDP REPORT					

SMM RANK:	NAME:			DATE:	
COMM:	DSN:		STATE:		

	2Q	%	4Q	%	TOTAL
FY REPORTING PERIOD:					
NUMBER OF REPORTS THIS PERIOD:					

SECTION 1					
a) TOTAL OF ALL STATE UNITS:					
b) NUMBER OF EXEMPT UNITS FOR THIS REPORT PERIOD:					
c) TOTAL NUMBER OF ELIGIABLE UNITS:		100%		100%	

SECTION 2					
a) ELIGIBLE UNITS (FROM 1C) EVALUATED DURING THE PAST 2 QUATERS:		0 %		0 %	
b) EVALUATED UNITS (FROM 2A) WITH A SATISFACTORY RATING:		0 %		0 %	
c) EVALUATED UNITS (FROM 2A) WITH UNSATISFACTORY RATING:		0 %		0 %	

SECTION 3					
a) NUMBER OF ALL "NOGO" UNITS RECIEVING FULL RE-EVALUATIONS:		0 %		0 %	
b) NUMBER OF ALL "NOGO" UNITS RECIEVING PARTIAL RE-EVALUATIONS:		0 %		0 %	
c) TOTAL OF ALL (3A and 3B) RE-EVALUATED UNITS:		0 %		0 %	

SECTION 4					
a) EVALUATED UNITS (FROM 2, A,B,C) WITH MORE THAN 10% of REPORTABLE LIN'S INACCURATE:		0 %		0 %	
b) EVALUATED UNITS (FROM 2, A,B,C) WITH MORE THAN 25% OF REPORTABLE LIN'S INACCURATE:		0 %		0 %	

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NGB FORM 811 ARNG CMDP Summary Report

SAVE   PRINT   EMAIL

ARNG CMDP SUMMARY REPORT			
POC RANK:	POC NAME:		DATE:
COMM:	DSN:	STATE:	

SECTION 5 PREDOMINANT WEAKNESS	
REPORTING PERIOD:	REPORTING PERIOD:
SECTION 5 A MAINTENANCE MANAGEMENT	SECTION 5 A MAINTENANCE MANAGEMENT
SECTION 5 B AMSS DATA MANAGEMENT	SECTION 5 B AMSS DATA MANAGEMENT
SECTION 5 C MAINTENANCE SUSTAINABILITY	SECTION 5 C MAINTENANCE SUSTAINABILITY
SECTION 5 D PRIMARY WEAPONS AND EQUIPMENT	SECTION 5 D PRIMARY WEAPONS AND EQUIPMENT
SECTION 5 E MATERIAL GENERAL	SECTION 5 E MATERIAL GENERAL
SECTION 5 F ADDITIONAL COMMENTS	SECTION 5 F ADDITIONAL COMMENTS

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Figure D-2 NGB Form 811 page 2 of 2

Glossary

Section I

Abbreviations

AAA
Army Audit Agency

AESIP
Army Enterprise Systems Integration Program

AMSS
Army Material Status System

AOAP
Army Oil Analysis Program

AR
Army Regulation

ARNG
Army National Guard

AT
Annual Training

BII
Basic Issue Items

BN
Battalion

CMDP
Command Maintenance Discipline Program

CLRTX
Command Logistics Review Team Expanded

COMET
Command Maintenance Evaluation Team

DA
Department of the Army

DA Form
Department of the Army Form

DA Pam
Department of the Army Pamphlet

DARNG
Director, Army National Guard

DCSLOG

Deputy Chief of Staff for Logistics

DCSOPS
Deputy Chief of Staff for Operations

DD Form
Department of Defense Form

ERC
Equipment Readiness Code

FMS
Field Maintenance Shop

GAO
Government Accountability Office

IAW
In Accordance With

IDT
Inactive Duty Training

IG
Inspector General

JFHQ
Joint Forces Headquarters

MAIT
Maintenance Assistance and Instruction Team

MATES
Maneuver Area Training Equipment Site

MG
Materiel General

MHE
Material Handling Equipment

MM
Maintenance Management

MOS
Military Occupational Specialty

MTOE
Modification Table of Organization and Equipment

NBC
Nuclear, Biological, and Chemical

NCO
Non-Commissioned Officer

NCOIC

Non-Commissioned Officer in Charge

NGB
National Guard Bureau

NGR
National Guard Regulation

NMC
Not Mission Capable

OPTEMPO
Operating/Operations Tempo

PLL
Prescribed Load List

PMCS
Preventive Maintenance Checks and Services

PPE
Personal Protective Equipment

PWE
Primary Weapon Systems and Equipment

SAT
Satisfactory

SMM
Surface Maintenance Manager

SOP
Standing Operating Procedures

TAD
Temporary Additional Duty

TAMMS
The Army Maintenance Management System

TB
Technical Bulletin

TDA
Table of Distribution and Allowances

TDY
Temporary Duty

TM
Technical Manual

TMDE
Test Measurement and Diagnostic Equipment

TMP
Transportation Motor Pool

UND
Urgency of Need Designator

UNSAT
Unsatisfactory

USP&FO
United States Property & Fiscal Office(r)

UTES
Unit Training Equipment Site

Section II

Terms

Exemption criteria
Standards upon which a decision not to evaluate a unit can be based.

Section III

Special Abbreviations and Terms
This section contains no entries.