

MAR 1 8 1983

ROUTING SLIP

	ACTION	INFO	INITIAL
BMO			✓ C
ABMO		Has seen	
ADMIN			
F&A			
MAINT NCO			
M&R			✓ PLO
OPNS			✓ RWS
PROP			
UMACS			
UTIL.			
SECRETARY			

COMMENTS:



1 2 3 4 5

ASSISTANT CHIEF OF STAFF, LOGISTICS
Marine Corps Base
Camp Lejeune, North Carolina 28542

LOG/SCP/vkd
7020
17 Mar 1983

M E M O

From: Assistant Chief of Staff, Logistics
To: Base Maintenance Officer

Subj: Memo of Agreement between MCB, DPDO and Coastal Enterprises of Jacksonville

1. The enclosed is correspondence regarding the Coastal Enterprises of Jacksonville Cardboard Plant operating out of Bldg. 738.
2. Based on the AC/S, Facilities letter enclosed, this office will renegotiate the Memo of Agreement with Coastal Enterprises of Jacksonville and DPDO for the cardboard to be delivered to Coastal Enterprises downtown plant. Renegotiation will take approximately 30 days.


S. C. PARKER
By direction

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UNITED STATES MARINE CORPS
Marine Corps Base
Camp Lejeune, North Carolina 28542

FAC/JGF/ed
7000
16 Mar 1983

From: Assistant Chief of Staff, Facilities
To: Assistant Chief of Staff, Logistics
Subj: Memo of Agreement with Coastal Enterprises of Jacksonville
Ref: (a) AC/S, Log ltr LOG/SCP/vkd 7020 dtd 8 Mar 83

1. As requested by the reference, the following information is provided. The Base Staff Judge Advocate's office has confirmed that Coastal Enterprises is in fact a non-profit organization. Further, the Base Staff Judge Advocate, in a previous opinion, indicated that there is no legal prohibition against Marine Corps Base delivering recyclable materials to the Coastal Enterprises plant located in Jacksonville.

J. T. MARSHALL

UNITED STATES DISTRICT COURT
Southern District of New York
Case No. 100-10000

MAILED
1981

From: Assistant United States Attorney
To: Assistant United States Attorney
Re: Memo of Agreement with Charles J. ...

Re: (A) ...

As indicated by the attached ...
The ...
It is ...
The ...

J. ...

ASSISTANT CHIEF OF STAFF, LOGISTICS
Marine Corps Base
Camp Lejeune, North Carolina 28542

LOG/SCP/vkd
7020
8 Mar 1983

From: Assistant Chief of Staff, Logistics
To: Assistant Chief of Staff, Facilities

Subj: Memo of Agreement with Coastal Enterprises of Jacksonville

Ref: (a) Coastal Enterprises ltr dtd 19 Nov 1982
(b) AC/S, Log ltr LOG/SCP/vkd 7020 of 30 Nov 1982
(c) AC/S, Fac ltr FAC/JTM/hf 7000 of 24 Feb 1983

Encl: (1) IRS and State of N. C. tax exempt data
(2) Articles of Incorporation of Coastal Enterprises of Jacksonville, Inc.

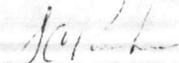
1. Reference (a) was forwarded by reference (b) to determine if the Base could comply with the request of Coastal Enterprises of Jacksonville, Inc., which asked that the agreement of the existing contract be amended to deliver the materials (cardboard/paper products) to their downtown Jacksonville operation, and they would turn building 738 back over to Base.

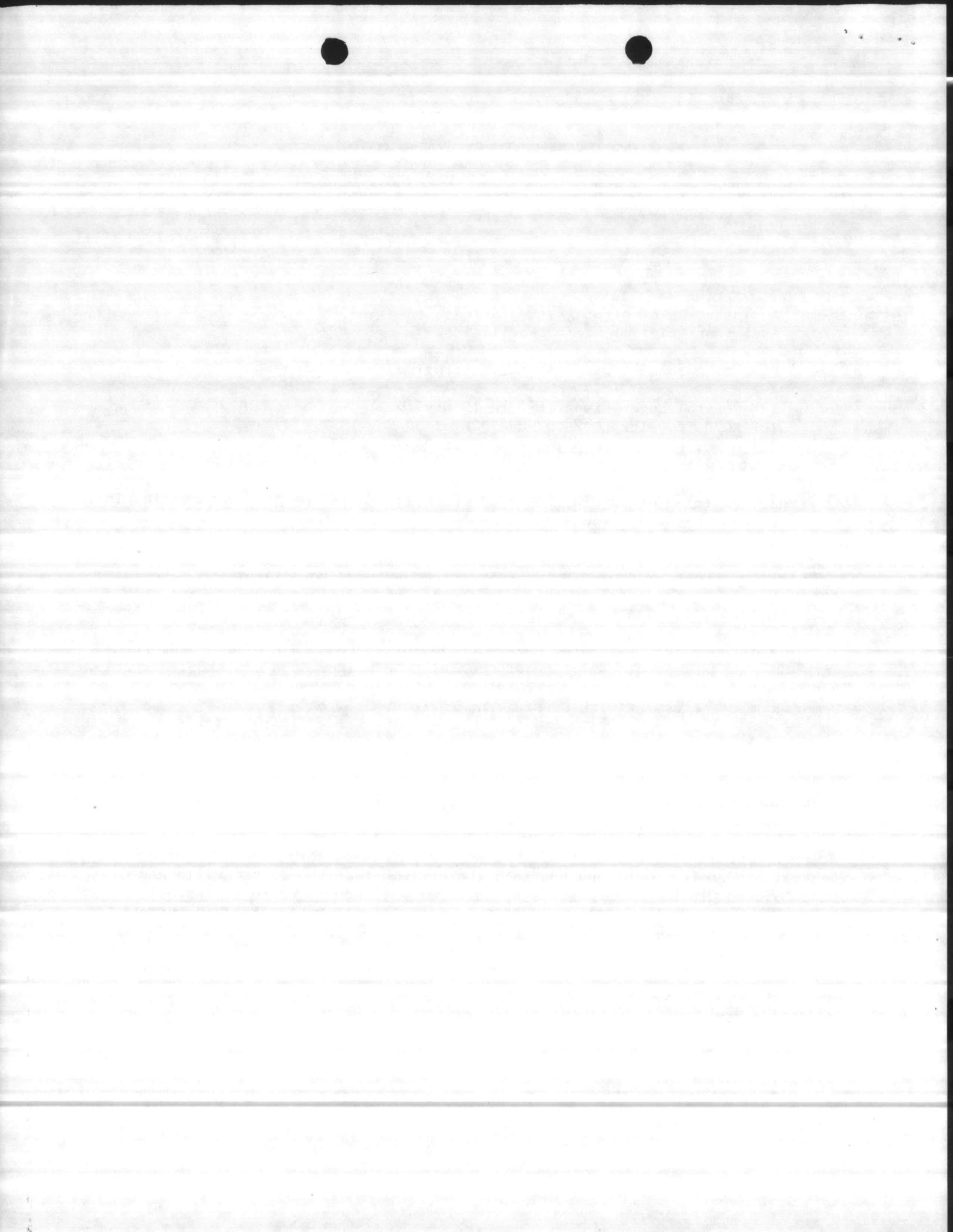
2. In reference (c), it stated Major Scudder of the Base SJA Office had checked with IRS and there was no listing of Coastal Enterprises as a non-profit organization. Understandable, reference (c) then questioned the legality of a Memorandum of Agreement with Coastal Enterprises.

3. Enclosures (1) and (2) were delivered to this office on 7 March 1983 by Mr. Huck Venters, Director of Coastal Enterprises of Jacksonville, Inc. It would indicate from these enclosures that this organization is a non-profit organization. It is requested the legality of this organization as a non-profit organization be confirmed and respond to the original request of reference (a).

4. Mr. Venters stated yesterday that he has purchased new equipment for a central processing plant and has sold the equipment in the Jacksonville and Camp Lejeune plants. The problem he is faced with now is where to install the new equipment - Jacksonville or Camp Lejeune. He will be losing his current equipment in the next couple of weeks. If installed in Jacksonville, he asked if the Base could temporarily deliver to that plant. He was told the Base could not make a commitment at this time but would be advised as soon as possible. If the Base cannot give him a firm commitment he will have to install the equipment at the Camp Lejeune plant. This would require the materials collected in Jacksonville to be delivered to the Base. The question of the future of rail-road service in Jacksonville creates no major problem for him having a plant in town. The processed materials would be shipped by truck vice rail at a possible slightly higher price.

5. Request response to this request as soon as possible so that Coastal Enterprises can make the most economical decision for the organization.


S. C. PARKER
By direction



Agreement Folder

UNITED STATES MARINE CORPS
Marine Corps Base
Camp Lejeune, North Carolina 28542

FAC/JTM/hf
7000
24 Feb 1983

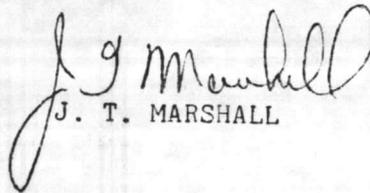
MEMORANDUM

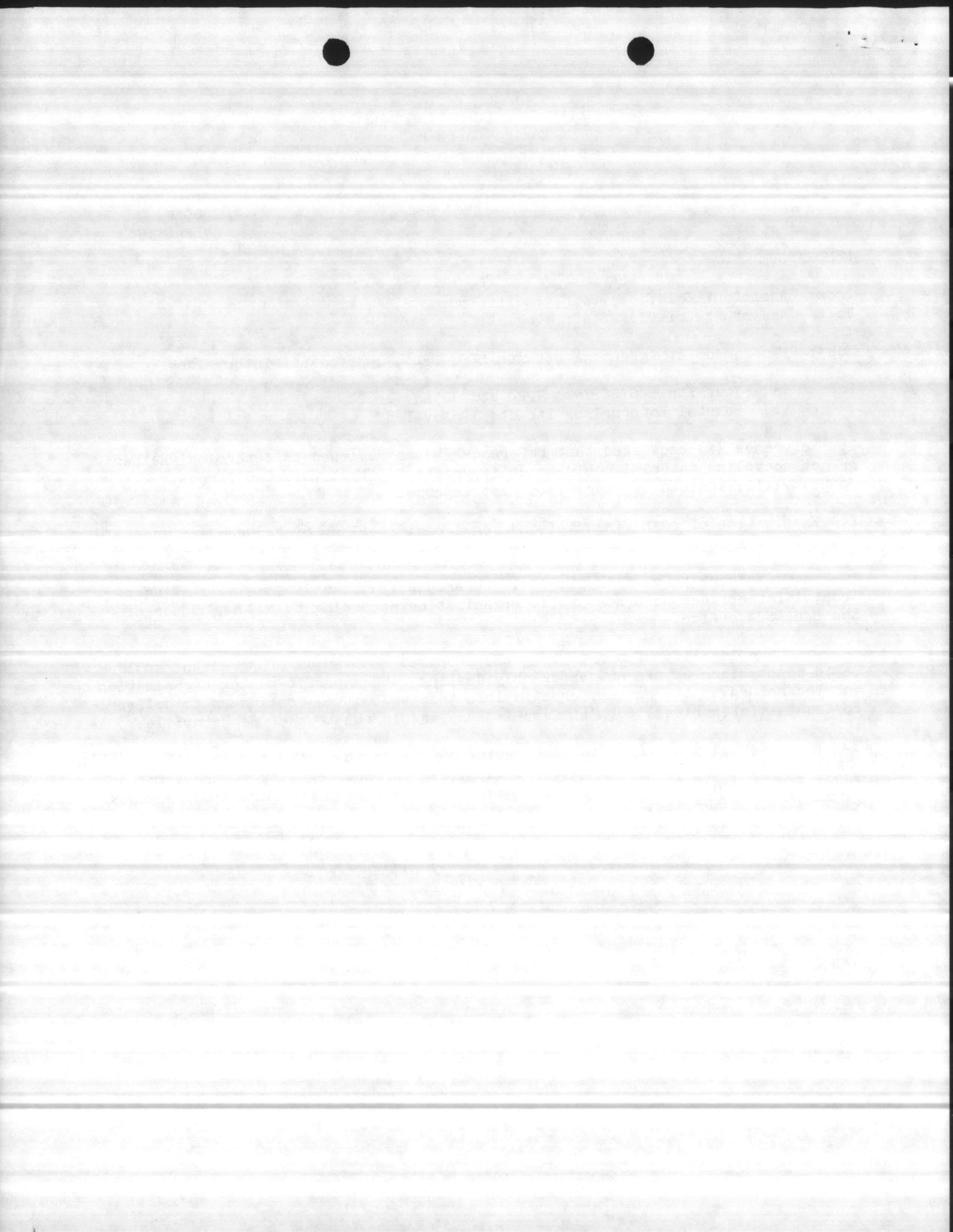
From: Assistant Chief of Staff, Facilities
To: Assistant Chief of Staff, Logistics

Subj: Memorandum of Agreement between MCB, DPDO, and Coastal Enterprises

Ref: (a) Your ltr LOG/SCP/vkd 7020 dtd 30 Nov 1982
(b) Coastal Enterprises ltr dtd 19 Nov 1982

1. Reference (a) requested that reference (b) be reviewed to determine whether or not recycling material could be delivered to 216 West Railroad Street, Jacksonville, instead of Bldg. 738, Camp Lejeune.
2. Examination of both financial and legal ramifications of the request identify the following:
 - a. Contrary to what is stated in reference (b), the IRS has no listing of Coastal Enterprises as a non-profit organization according to Major Scudder of the Base SJA office.
 - b. The legality of consumating the proposed Memorandum of Agreement could be in doubt since we are now apparently dealing with a profit-making organization and the return to the Marine Corps is less than what it is costing us to deliver to Coastal Enterprises, both at Camp Lejeune and in the town of Jacksonville.
3. Request that you, prior to consumating any new agreement with Coastal Enterprises, have the old agreement delved into for the legality of providing a service to a profit-making organization in which it costs the Marine Corps money to provide the service.


J. T. MARSHALL



ASSISTANT CHIEF OF STAFF, LOGISTICS
Marine Corps Base
Camp Lejeune, North Carolina 28542

1 / 11200

LOG/SCP/vkd
7020
30 Nov 1982

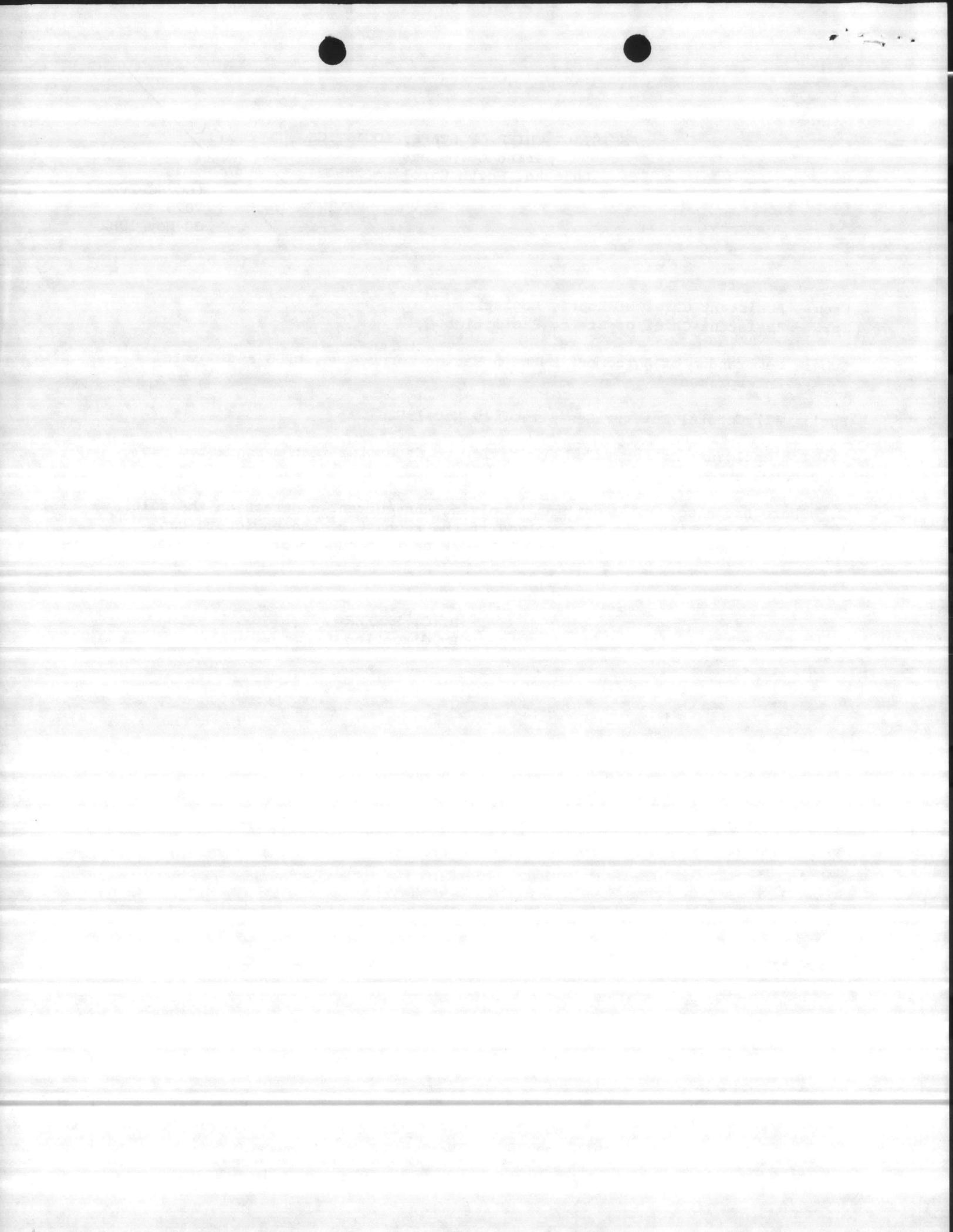
From: Assistant Chief of Staff, Logistics
To: Assistant Chief of Staff, Facilities

Subj: Memorandum of Agreement between Marine Corps Base, DPDO and Coastal Enterprises

Encl: (1) Coastal Enterprises ltr of 19 Nov 1982

1. The enclosure is forwarded for review to determine if the requested can be accomplished.
2. There are also some questions involving the current contract on the sale of the product which must be resolved if the request of the enclosure can be accomplished. This department will work on that aspect of the request.

S. C. PARKER
By direction



Coastal Enterprises
of
Jacksonville, Inc.

HUCK VENTERS
EXECUTIVE DIRECTOR

November 19, 1982

- VOCATIONAL EVALUATION
- WORK ADJUSTMENT TRAINING
- JOB PLACEMENT
- RECYCLING
- WOODWORKING
- PALLETS — TRAILER STEPS
- SURVEY STAKES — PICNIC TABLES
- SUB-ASSEMBLY SERVICES
- INDUSTRIAL SEWING
- PACKAGING SERVICES
- PRIME MANUFACTURING
- TRASH RECEPTACLES

Mr. Spencer Parker
Assistant Chief of Staff, Logistic
Marine Corps Base
Camp Lejeune, NC 28542

Dear Mr. Parker:

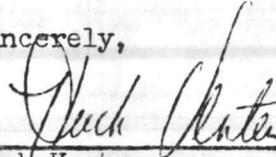
Coastal Enterprises is a private nonprofit organization serving handi-capped citizens through job evaluation training, employment and placement. Since September of 1976, we have been operating a recycling program at Bldg. #738, Camp Lejeune, which has been a major benefit to our program, Camp Lejeune, and the ecology and environment. Additionally, we have been operating a recycling program in downtown Jacksonville, N. C.

Over the past six to eight months we have been looking for ways to make our operations more cost efficient. In that recycling is one of our largest projects, we have taken a hard look at it. Our major finding was that we are operating two facilities with 100% expenses at both, but only handling 50% of capacity at each location. With this information an immediate cost savings was obvious; consolidation.

Therefore, I am writing this letter requesting an amendment to the existing contract. The amendment would be such that the material would be delivered to 216 West Railroad Street, Jacksonville, instead of Bldg. #738, Camp Lejeune; and Coastal Enterprises would pay the 11% of all material shipped by rail from Jacksonville, including material generated in Jacksonville. This would then absorb any additional cost, if any, imposed on Camp Lejeune for additional transportation cost. Additionally, it would free up Bldg. #738 at Camp Lejeune for whatever use deemed necessary.

Your attention to this matter will be greatly appreciated. I will be happy to meet at your earliest convenience to discuss this.

Sincerely,



Huck Venters
For the Handicapped

HV:sa

2715 Commerce Road • Jacksonville, N. C. 28540

(919) 455-2131

(919) 346-9252



10-10-10

UNITED STATES MARINE CORPS
Marine Corps Base
Camp Lejeune, North Carolina 28542

FAC/JOH/ed
P-5410/2
22 Oct 1982

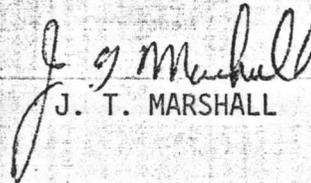
MEMORANDUM

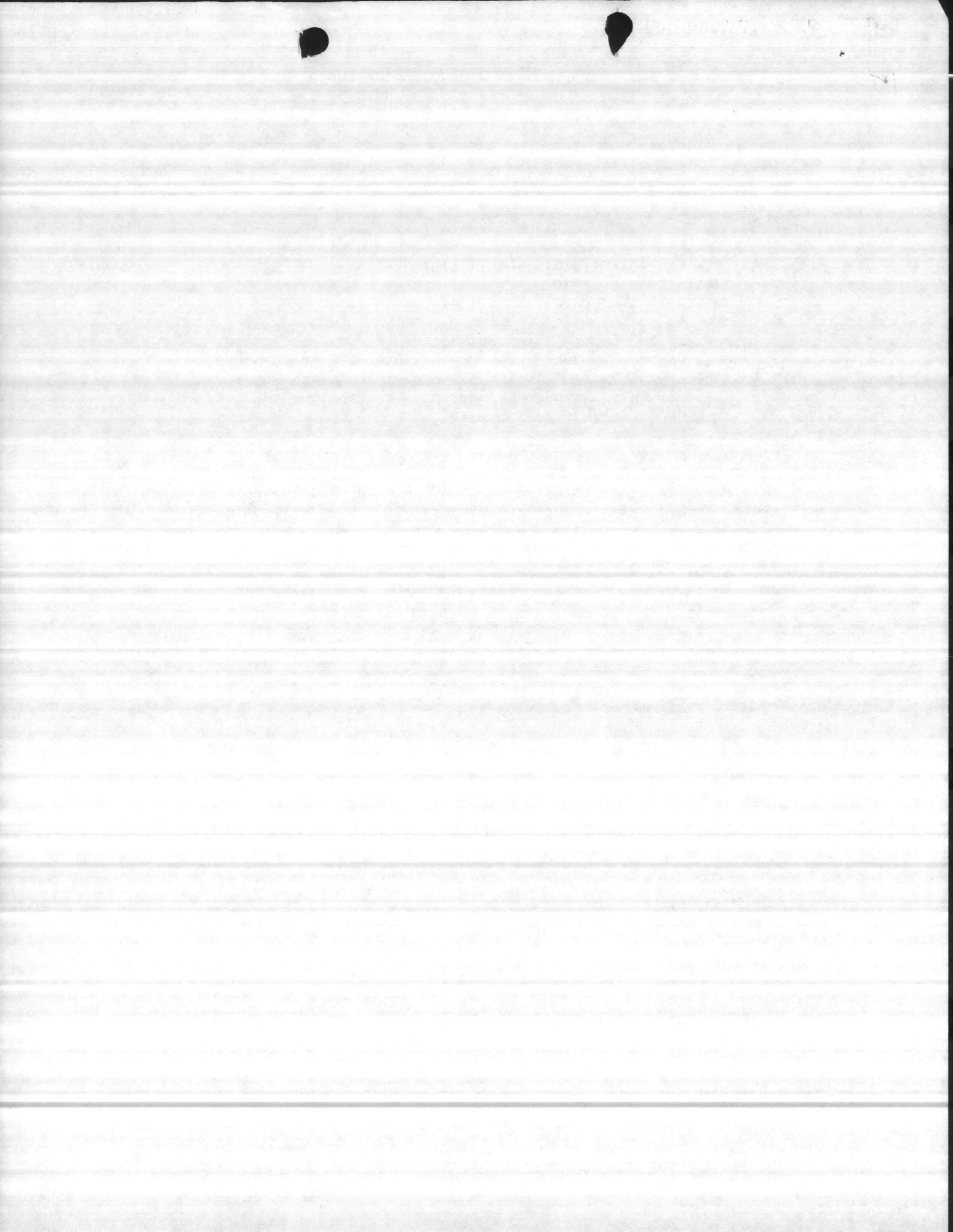
From: Assistant Chief of Staff, Facilities
To: Base Maintenance Officer
Communications-Electronics Officer

Subj: Intra-Service Support Agreement between Marine Corps Base,
Camp Lejeune and Defense Property Disposal Office, Camp Lejeune

Encl: (1) Copy of Intra-Service Support Agreement between MCB, CamLej
and DPDO, CamLej

1. The enclosure is provided for your information and files.
2. It is requested that the enclosure be reviewed closely and when/where applicable, ensure Defense Property Disposal Office is billed for all reimbursable items.


J. T. MARSHALL



SUPPORT AGREEMENT

1. DOCUMENT IDENTIFIER: X 117
 2. REVISION NO.
 3. TERMINATION

1. DONOR (Name, Office Symbol & complete address):
 Commanding General
 Marine Corps Base
 Camp Lejeune, North Carolina
 28542

2a. MAJOR COMMAND CODE: M31000
 2b. SUBORDINATE COMMAND CODE
 3. PRESENT AGREEMENT NUMBER: M31000-82244-001
 4. SUPERSEDED AGREEMENT NUMBER: M31000-77097-007
 4. TERMINATION DATE (Month and Year): 09-88

5. GEOGRAPHICAL AREA OR COUNTRY CODE: 37
 6. RECEIVER (Name, Office Symbol & complete address):
 Defense Property Disposal Office
 DPDO-Lejeune
 Camp Lejeune, North Carolina
 28542

5a. DODAAC FEDSTRIP NUMBER: SY2014
 5b. MAJOR COMMAND CODE: SC4400
 5c. SUBORDINATE COMMAND CODE: SY2000

7. GEOGRAPHICAL AREA OR COUNTRY CODE: 37

SUPPORT AGREEMENT RESOURCE SUMMARY

CATEGORY CODES	SUPPLIER				
	b. MAN YEARS		c. GROSS ADDITIONAL COSTS		
	MILITARY	CIVILIAN	TOTAL	NON-REIMBURSEABLE	REIMBURSEABLE
AA					\$ 165.00
AB					
AC					
AD					
AE					2080.00
AG					
AH					
AI					
AL					
AN					
AO			FAC FOOTING	2 0 OCT 1982	5000.00
AP					5887.00
AS					
AW					
AX					220.00
AY					
AZ					
BB					
BC					2500.00
BD					
TOTAL					(Cont.)

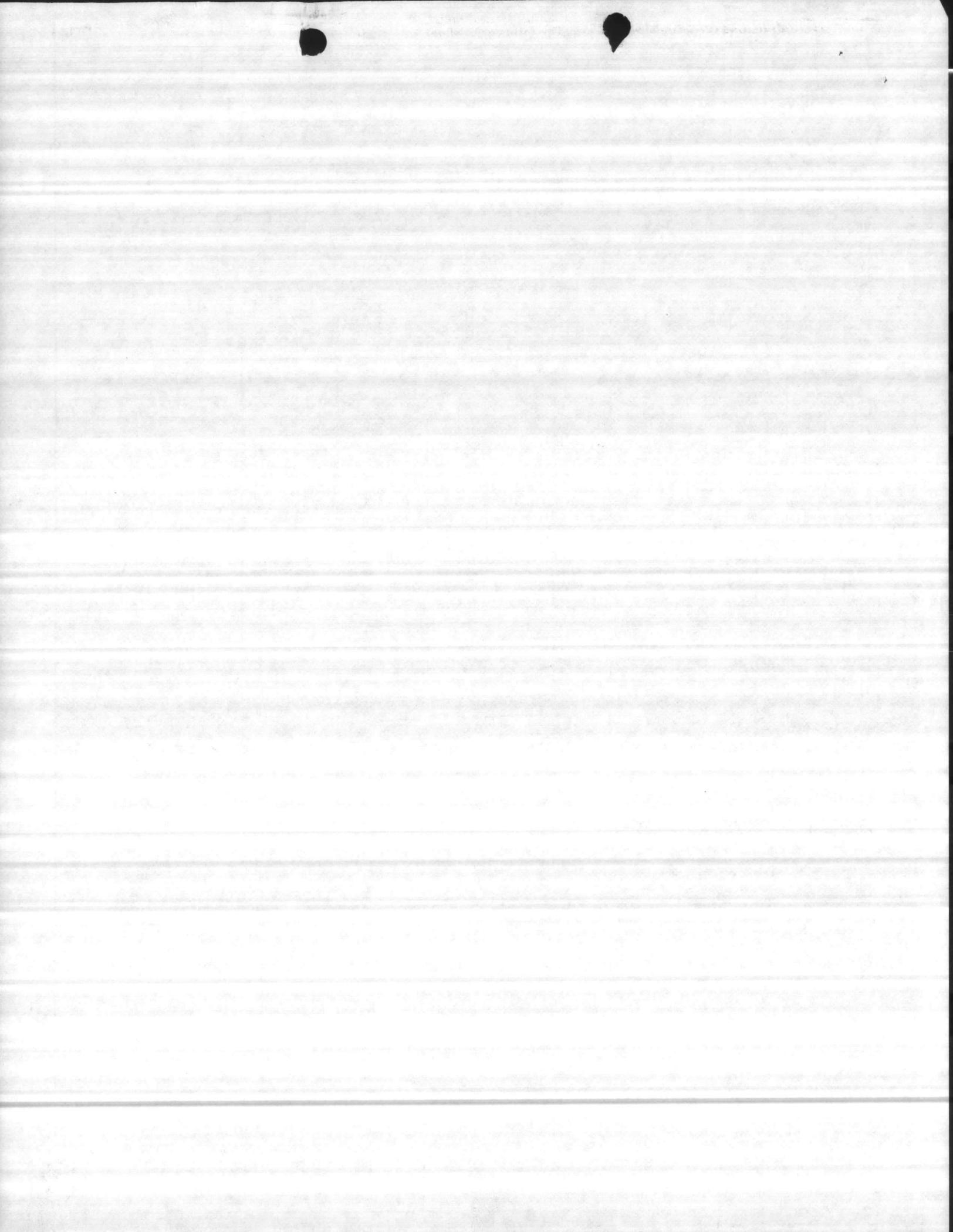
ACTION	INFO	INT

8. REVENUE DATA: When applicable, provide similar data required in blocks (a), (b) and (c).

SAVINGS ACCRUED COSTS INCURRED MAN YEARS SAVED EXPENDED TO FEDERAL GOVERNMENT				
SAVINGS	7b. COSTS	7c. MAN YEARS SAVED	7d. MAN YEARS EXPENDED	
FY:	FY:	FY:	FY:	FY:

9. FUNDING AND REIMBURSEMENT ARRANGEMENT: (Include all details concerning billing/reimbursement procedures, funding limitations, and the appropriate "billing/submittal" addresses. Also list those references which specifically apply to the type of organization being supported.)

See 10. Remarks



GENERAL PROVISIONS (Complete blank spaces): The following general provisions, as set forth in Chapter III, DOD 1000.19-M, apply to this agreement unless otherwise specified in "Remarks" block below:

a. The Receiving Activity will provide the Supplying Activity projections of support required to accomplish its mission. Significant changes in the Receiving Activity function, mission or support requirements will be submitted by the Receiving Activity in a manner that will permit timely modification of resource requirements.

b. It is the responsibility of each agency providing support under this agreement to bring any required or requested change in support to the attention of AC/S, Logistics prior to providing/reducing unilaterally such additional/reduced support: MCB, CLNC

c. Activities providing reimbursable support in this agreement will submit a monthly statement of costs to See Block #10 for preparation of billing document, SF 1080.

d. Manpower required in support of this agreement which is subject to return to the lending activity upon termination of the agreement: NONE (Enter number or if no manpower is required, enter "None").

e. All rates expressing the unit cost of services provided in this agreement are based on current rates which may be subject to change for uncontrollable reasons, such as Congressional legislation, DOD directives, commercial utility rate increases, etc. The receiver will be notified immediately of such rate changes.

f. This agreement will be reviewed biennially at least 120 days prior to the anniversary date. It may be revised at any time upon the mutual consent in writing of the parties concerned.

g. This agreement may be cancelled at any time by mutual consent of the parties concerned. This agreement may also be cancelled by either party upon giving at least 180 days written notice to the other party.

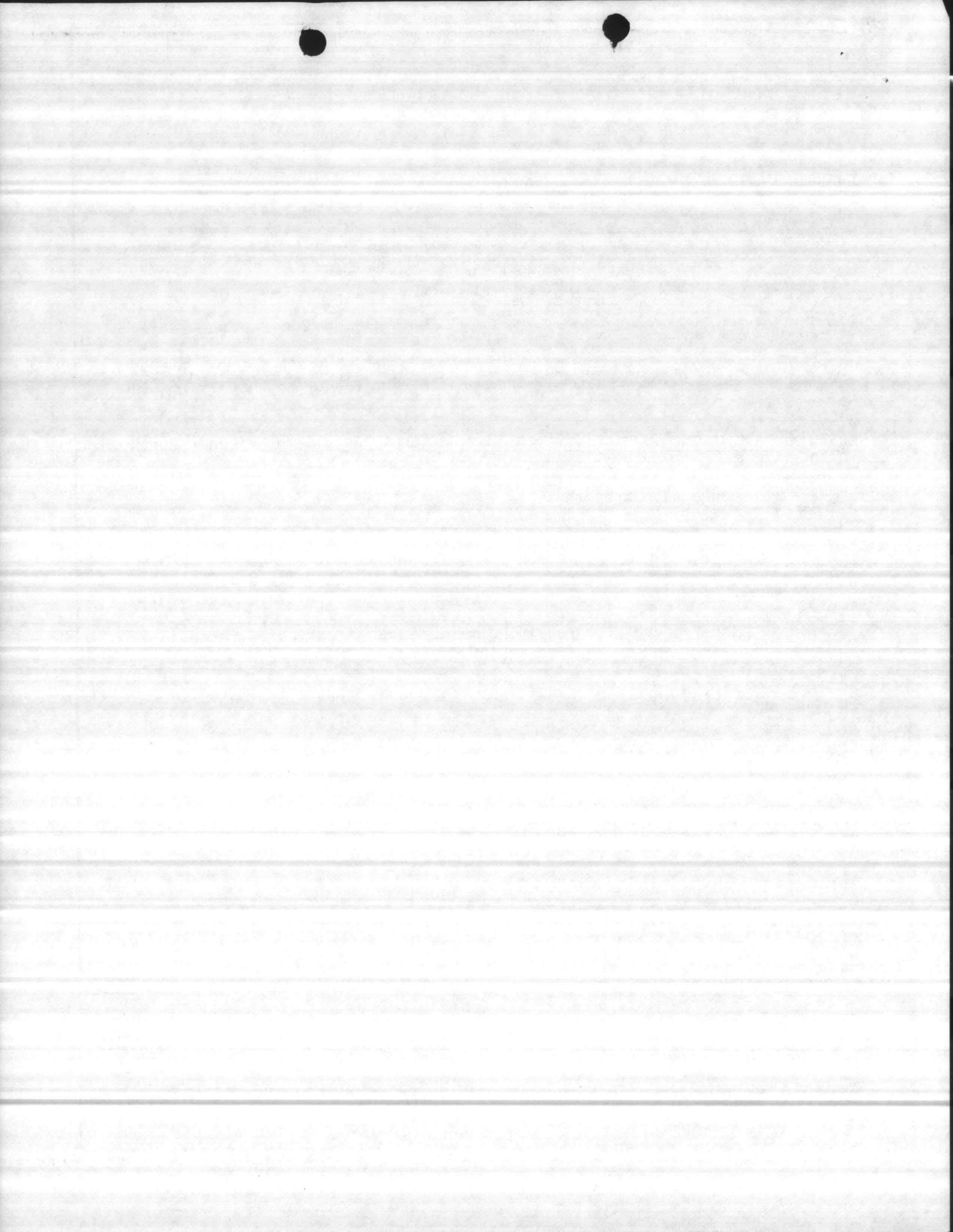
h. In case of mobilization or other emergency, this agreement will remain in force within supplier's capabilities, subject to normal cancellation provisions and will be subject to review at that time. This agreement will not be terminated if such action impairs the combat mission of the receiving activity as determined by higher headquarters.

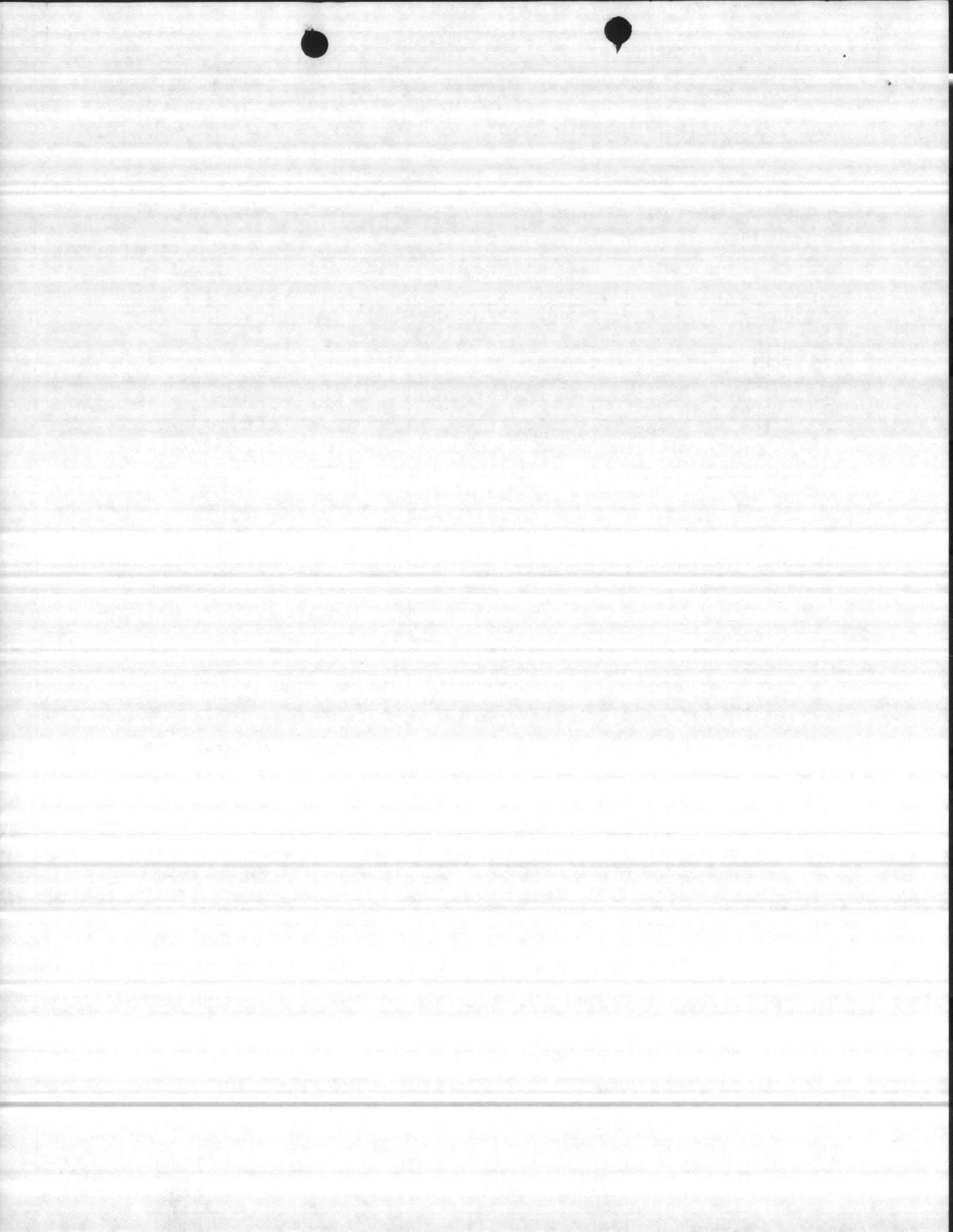
10. REMARKS

Comptroller Department, Fiscal Office, Marine Corps Base, Camp Lejeune, North Carolina 28542

- (1) Receiver personnel strength is 21.
- (2) Specific provisions are contained in Annex I.
- (3) Facilities assigned to receiver are contained in Annex II, Real Estate Agreement.
- (4) Receiver MHE and vehicles requiring maintenance support are listed in Annex III, MHE/Vehicle Equipment List.
- (5) Receiver office equipment requiring maintenance support is listed in Annex IV.
- (6) Support agreement category codes/DLA Cost Account codes are listed in Annex V.

11. CONTROLLER CONCURRENCE (Supplier Signature & Date) <i>AK MAREADY</i> K. MAREADY, AC/S, Comptroller		12. COMPTROLLER CONCURRENCE (Receiver Signature & Date) <i>W E ESTES</i> 7 OCT 1982 WILLIAM E. ESTES, Chief, Mngt Support Ofc	
13. TYPED NAME AND ORGANIZATION OF SUPPLIER APPROVING AUTHORITY C. PARKER, AC/S, Logistics		13a. SIGNATURE <i>C Parker</i>	13b. DATE 27 Sept 82
14. TYPED NAME AND ORGANIZATION OF RECEIVER APPROVING AUTHORITY DAVID C. WHITWORTH Colonel, USA, Commander		14a. SIGNATURE <i>D Whitworth</i>	14b. DATE 7 Oct 82





INTERSERVICE SUPPORT AGREEMENT

Special Provisions

A. GENERAL

1. Purpose. To define the support to be provided by the supplying activity, hereinafter called the Host, to the receiving activity, hereinafter called the Tenant, a field activity of the Defense Property Disposal Region Memphis, Memphis, Tennessee 38114, in connection with the receipt of excess/surplus DoD personal property.

2. Authority.

a. Applicable Memorandum of Understanding between the Defense Supply Agency and the:

Department of the Army	Date: 6 April 1973
Navy Department	Date: 22 March 1973
Department of the Air Force	Date: 16 April 1973
U. S. Marine Corps	Date: 30 March 1973

b. DoD 4000.19-M Defense Retail interservice Support (DRIS)

Manual.

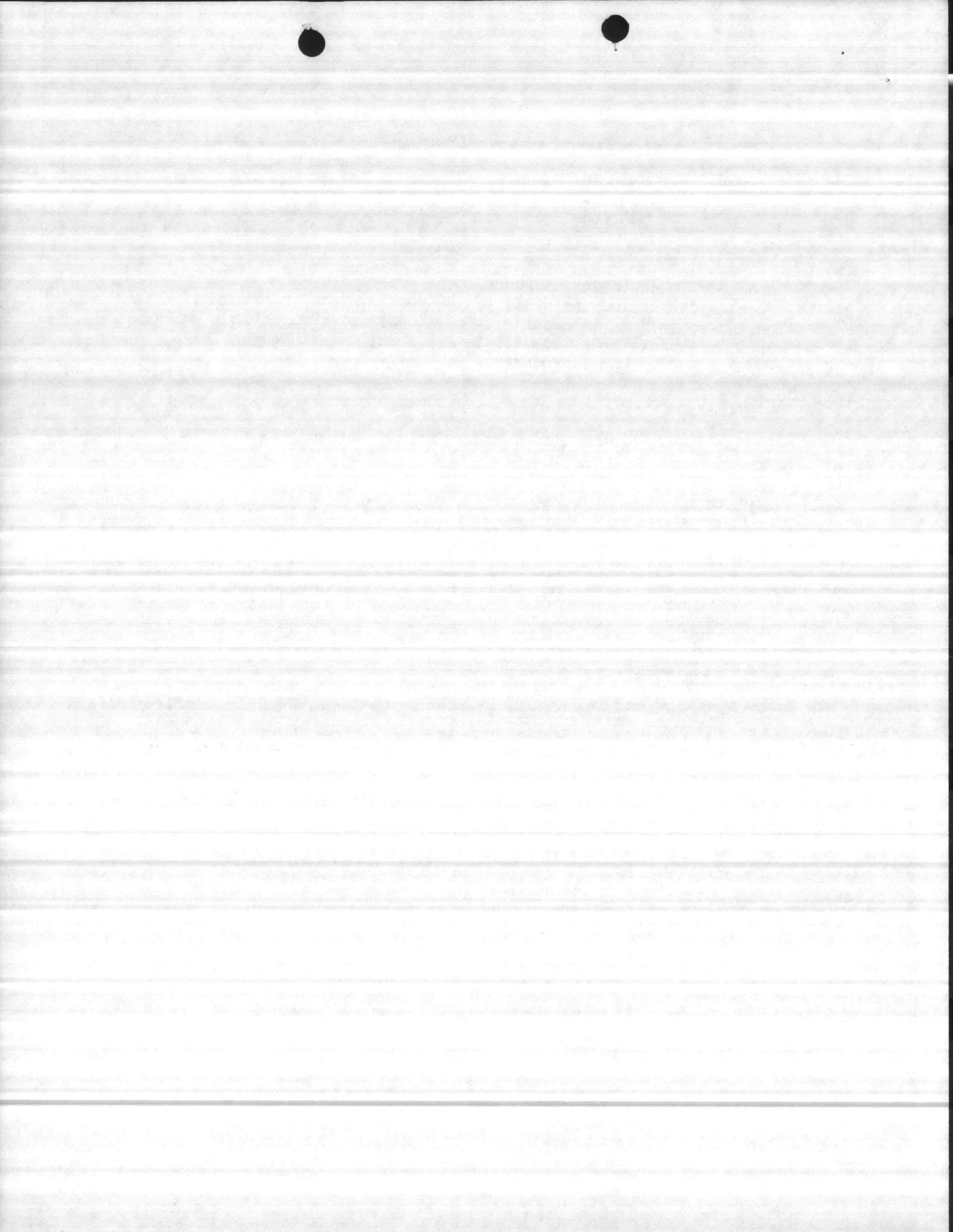
c. Joint Regulation (AR37-19/APR172-3/Nav7020.4B) Financial Administration Host-Tenant Relations.

3. Description of Supported Activity. The Defense Property Disposal Office, Tenant, a field activity of the Defense Property Disposal Region Memphis, Memphis, Tennessee, furnishes disposal support for excess/surplus property generated by DoD activities within the adjacent area.

4. Review, Revisions, Modifications or Cancellation.

a. This agreement will be reviewed biennial by each party to evaluate its effectiveness and currency and to determine and effect modifications. For the purpose of biennial reviews, the anniversary date of this agreement is 30 Sept. instead of the date of the last signature of the DD Form 1144.

b. This agreement is subject to modification or cancellation as mutually agreed in accordance with the following:



(1) Request or modification will be forwarded by one party to other by written notice at least 60 days prior to the effective date of such modification, or upon mutual consent of both parties.

(2) Notification of the intention of either party to cancel the agreement prior to the date in Block 4 above will be by written notice to the other party at least 180 days in advance of the proposed date of cancellation.

c. This agreement shall continue in effect until the date shown in Block 4 above or until it is cancelled in accordance with paragraph A4b(2). In event of mobilization or other emergency, this Agreement will remain in force subject to normal cancellation or modification provisions.

B. RESOURCES.

1. Manpower. No additional manpower will be required by the Host Activity to perform support required in Annex 1 of this agreement.

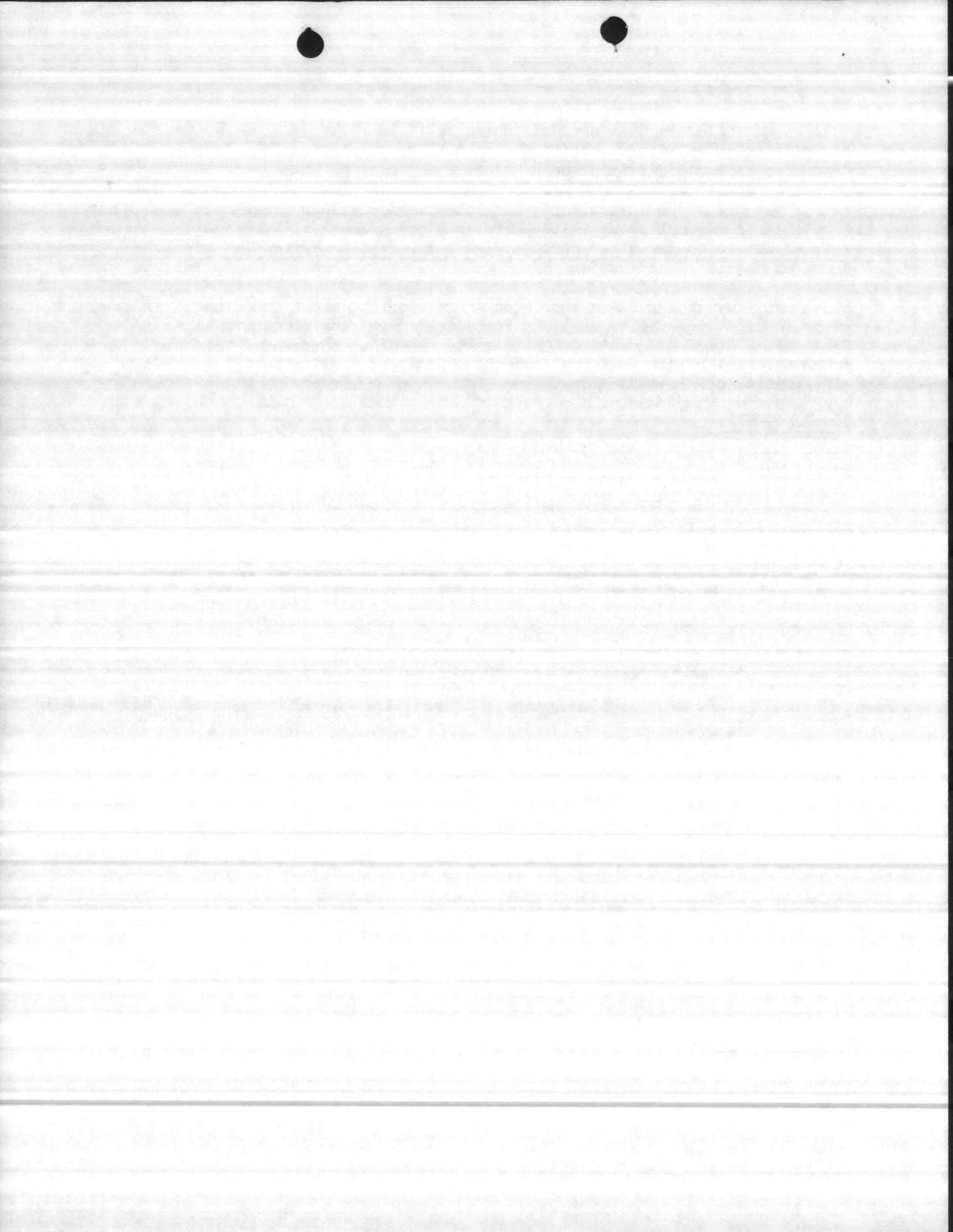
2. Funding.

a. This agreement constitutes authority for the supplier to incur costs in direct support of the receiver. In no case will the total reimbursable amount reflected in Block 6 be exceeded in any one fiscal year without prior written approval of the Defense Property Disposal Region Office Memphis, Memphis, TN.

b. Reimbursement for services rendered will be accomplished monthly by submission of NavCompt Form 2277 to the supplier. The NavCompt Form 2277 will be submitted as soon as possible but not later than 30 days after the end of the month, and will include sufficient backup data to permit receiver to certify charges are correct. The receiver will verify that charges are correct and forward the NavCompt Form 2277 to the Defense Depot Memphis, ATTN: DDMT-FDD, Memphis, TN 38114, for payment.

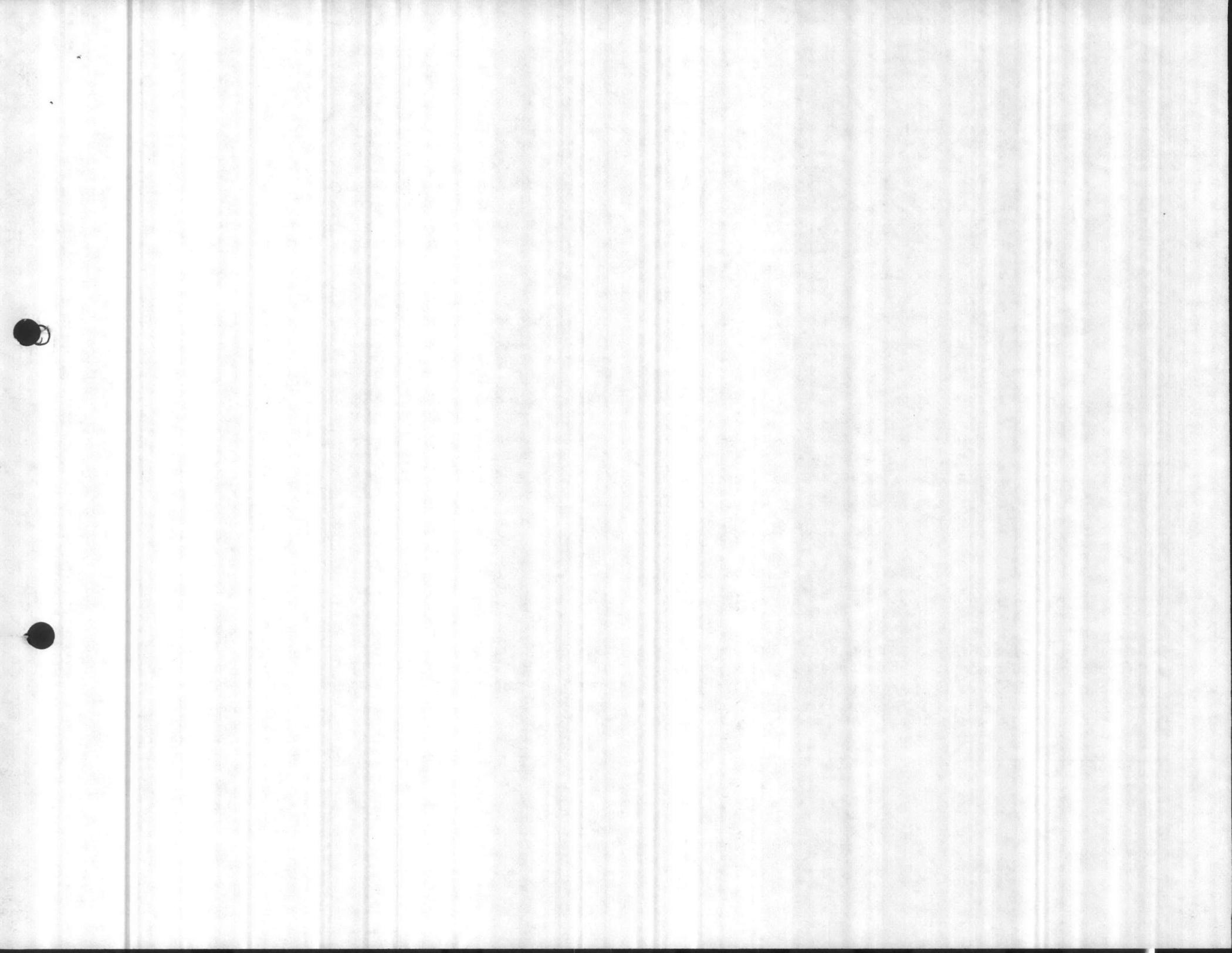
c. Reimbursement will be for net additional costs as provided for in SECNAVINST 7020.4C.

3. Facilities. Facilities will be provided by the Host to the Tenant as reflected in Annex II (Real Estate).



ANNEX NO. I

<u>CATEGORY OF SUPPORT</u>	<u>SUPPLIER WILL</u>	<u>RECEIVER WILL</u>	<u>BASIS FOR CHARGES</u>
(AA) <u>DATA SERVICES</u> (Reimbursable)	Furnish ADP/EAM services as required by tenant to include listing and sorting.	Reimburse Host. Request support. Provide basic data in a format acceptable to Host to schedule input.	Machine hours utilized. Programming jobs will be based on Programming and Analysis labor charges.
(NavCompt Form 2277 \$165.00)			
(AB) <u>FINANCE AND ACCOUNTING</u> (Non-Reim)			
<ol style="list-style-type: none"> 1. Budget 2. Accounting 	<p>Budget for and advise Tenant of costs of Service Support to be furnished by Host on a reimbursable basis. Separately, budget for Common Services Support which will continue to be furnished to Tenant on a non-reimbursable basis; as identified in each of this Annex.</p> <p>Perform Cost accounting to identify charges to Tenant and establish fiscal job order system for all work required by Tenant.</p>	<ol style="list-style-type: none"> 1. Provide Host estimates of support requirements for Budget purposes. 2. Accumulate and breakout costs to agree with DLA cost codes. 	<ol style="list-style-type: none"> 1. NA 2. NA



CATEGORY OF SUPPORT

SUPPLIER WILL

RECEIVER WILL

BASIS FOR CHARGES

3. Billings Submit NavCompt 2277 Billing to Tenant monthly, for reimbursable services performed.

3. Provide reimbursable fund authorizations.

3. NA

4. Cash Fund Provide for cash deposits and disbursing service other than payroll as required and when requested. Cash change fund will be established when required.

4. Comply with Host directive concerning security of cash and other disbursing matters for which the support service is required. PDO Chief will perform verification of DPDS Form 1578 on a quarterly basis.

4. NA

(AC) CIVILIAN PERSONNEL
(Non-Reim)

1. Recruitment Provide local recruitment assistance to Tenant when requested by Tenant CPO.
2. Counseling Counsel Tenant employees on general provisions regarding retirement, health benefits, employee compensation and life insurance when requested.

1. Request support.

1. NA

2. Coordinate with Host for scheduling counseling as required.

2. NA

(AD) LEGAL
(Non-Reim)

Furnish legal and claims services. Except military justice.

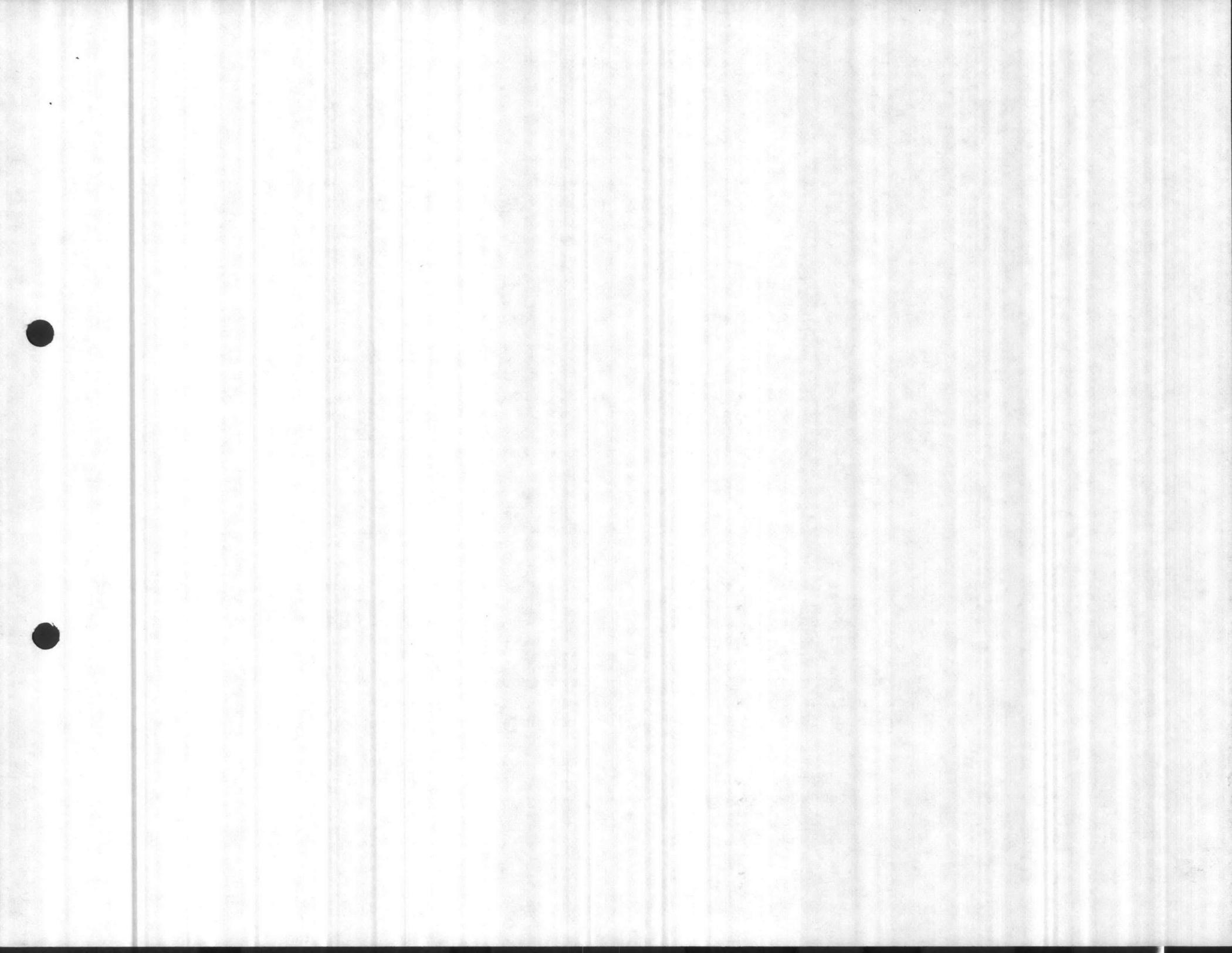
Request services

NA

(AF) CUSTODIAL

1. Common use Areas (Non-Reim) Perform normal exterior custodial/janitorial services such as clean-up, grass mowing, etc., in joint use and community areas.

1. NA



CATEGORY OF SUPPORT

SUPPLIER WILL

RECEIVER WILL

BASIS FOR CHARGES

2. Tenant Area (Reimbursable) Assist in obtaining contract janitorial services in Tenant administrative/operational areas, as requested, thru Purchasing and Contracting Officer.

2. Advise Host of any special requirements to be obtained on behalf of Tenant. (NavCompt Form 2277 \$2,080.00)

2. Based on actual hours expended plus supplies and/or janitorial service for administrative area. Normal semi-weekly service.

(AG) PURCHASING/CONTRACTING (Non-Reim)

Provide purchasing and contracting support within the technical capability.

Request support.

The cost of purchase or contract will be charged end use.

(AH) FIRE PROTECTION (Non-Reim)

Provide fire protection services including fire prevention training and inspections, recharge, test, and perform routine maintenance on fire extinguishers, and sprinkler systems.

Comply with Host fire prevention directives and schedule personnel to attend training courses.

NA

(AI) POLICE PROTECTION (Non-Reim)

1. Surveillance Furnish security surveillance of Tenant facilities as required for a "Protected" area and/or "Secured" area, to include at least one daily non-duty check to assure the DPDO is secure.

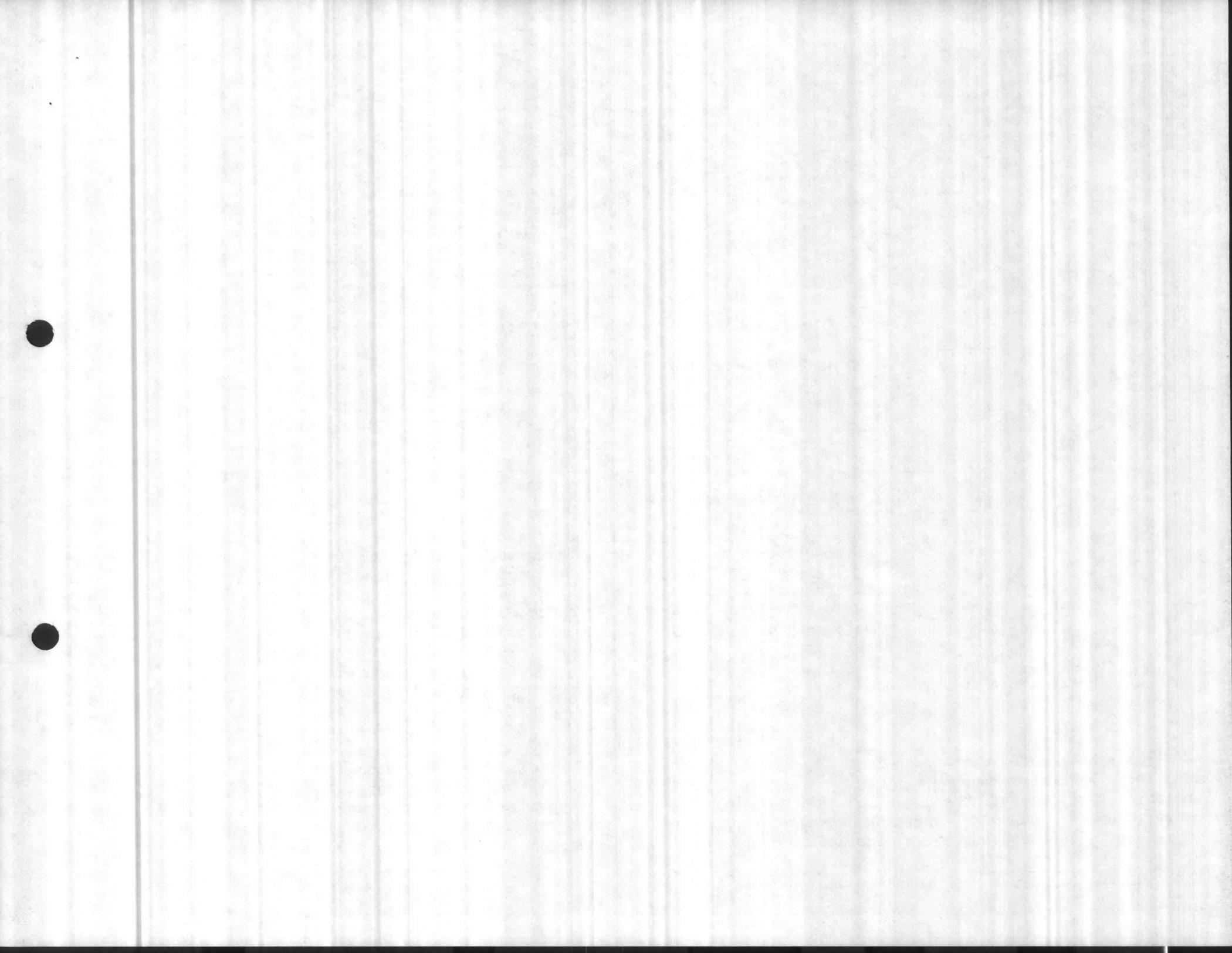
1. Designate Tenant areas as "Protected" and/or "Secured". Comply with Host and DoD security regulations.

1. NA

2. Inspection Perform security inspections, investigations and training as requested.

2. Request support.

2. NA



CATEGORY OF SUPPORTSUPPLIER WILLRECEIVER WILLBASIS FOR CHARGES

3. Identification Badges

Provide identification badges/ decals as required.

3. Request support.

3. NA

4. Special Security

Provide special security for sales, demilitarization, and escort for deposit of cash funds, when required.

4. Request support.

4. NA

(AL) MEDICAL

Provide for first aid and first aid training for tenant employees plus requested physical examinations. Include in Host immunization and Occupational health programs.

(AN) WAREHOUSING/
STORAGE
(Non-Reim)

1. Storage Facilities

Provide facilities as reflected in Annex II of this agreement.

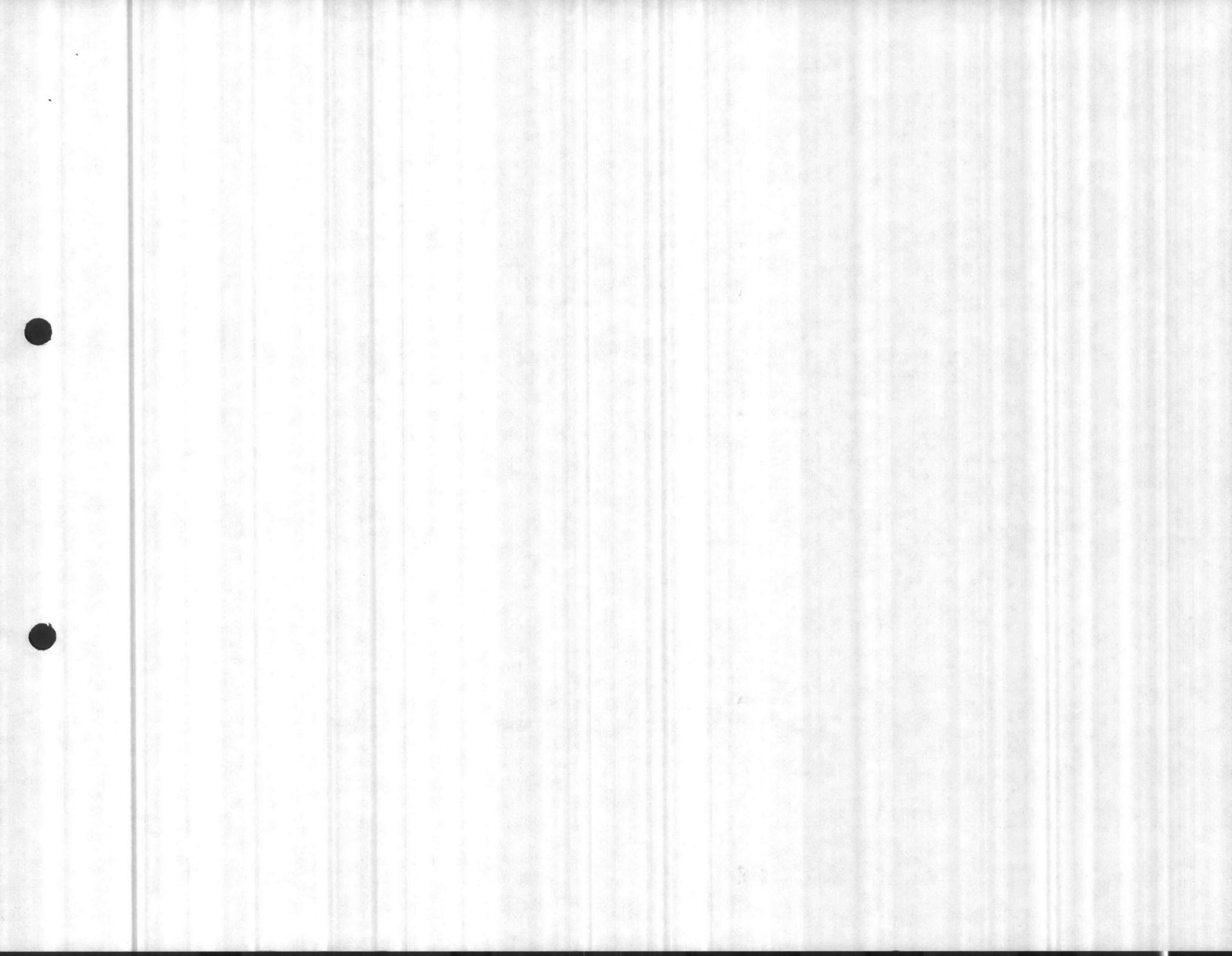
1. NA

2. Small arms weapons and parts storage

On a non-reimbursable basis provide secure storage support for small arms weapons and weapon parts in Building #1117; receive and issue small arms and weapon parts during 0800 thru 1600 Monday thru Friday; provide hand receipt for weapons and weapon parts received for storage; and issue such material to only those personnel designated in writing by the DPDO-Lejeune as being authorized to receipt for same. Weapon's inventory will be conducted at the Host Armory (Bldg. No. 1117).

2. Identify, in writing, those personnel authorized to turn in and receipt for weapons and weapons parts; comply with the hours of operation as set forth by Host.

2. NA



CATEGORY OF SUPPORT

SUPPLIER WILL

RECEIVER WILL

BASIS FOR CHARGES

(AO) TRANSPORTATION

- 1. Bus/Taxi Services (Non-Reim) Include Tenant in normal installation transportation via bus or taxi provided all other installation activities.
- 2. Traffic Management (Reimbursable) Provide traffic Management Services related to commercial transportation of material and personnel to include packing, crating, handling, shipment planning, issuance of Bills of Lading and Transportation Requests.

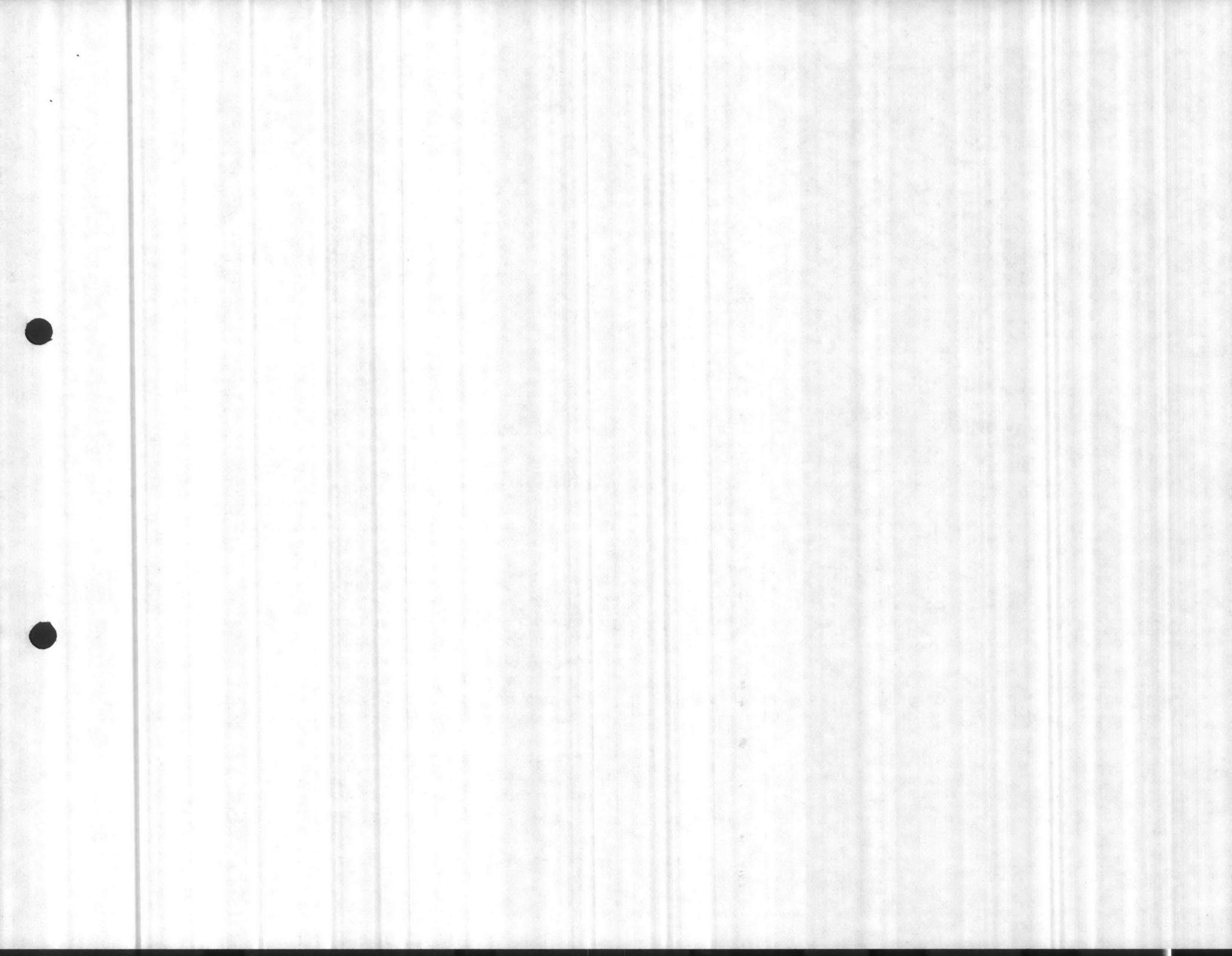
- 1. Request support. 1. NA
- 2. Request support. 2. Based on actual hours expended plus supplies.
(NavCompt Form 2277, \$5000.00)

(AP) UTILITIES

- 1. Maintenance of Utility System (Non-Reim) Perform maintenance and repair service to provide Tenant with usable system as required.
- 2. Services Furnished (Reimbursable) Electricity, water, sewage and heating fuel.
- 3. Alteration to Utility System (Reimbursable) Perform alteration or modification to existing utility system on a reimbursable basis as approved by DPDR Memphis.

- 1. Request support. 1. NA
- 2. Actual meter readings. Heating fuel based on actual quantity used.
(NavCompt Form \$5,867.00)
- 3. Special Projects funded by DPDR. 3. Based on actual hours expended plus supplies and/or equipment.

(AS) CALIBRATION OF PRECISION INSTRUMENTS
(Non-Reim)



CATEGORY OF SUPPORT

SUPPLIER WILL

RECEIVER WILL

BASIS FOR CHARGES

- 1. Scales Calibration Provide for calibration of truck, platform, and gram scales assigned to or owned by Tenant.
- 2. Weighing Services on Tenant owned Scales Request truck scale weighing service. Reimburse for damages to scales incurred by Host or other activity authorized by Host to use scales, reimburse at overtime rate if service required at other than normal duty hours.
- 3. Weighing Services on Host owned Scales Make scales available to Tenant as required.

- 1. Request thru purchasing and contracting office services from State of North Carolina.
- 2. Provide scale weighing services during normal duty hours. Service performed after normal duty hours will be reimbursable for labor at overtime rate.
- 3. Request use of scales as required. Reimburse for services performed during other than normal duty hours reimburse for damages to scales incurred by Tenant or other activity authorized by Tenant to use scale.

- 1. NA
- 2. Non-Reimbursable except as noted in Tenant provisions and then reimbursable based on actual hours expended plus supplies and equipment.
- 3. Non-Reimbursable Except as noted in Tenant provisions and then reimbursable based on actual hours expended plus supplies and equipment.

(AU) ADMINISTRATIVE OFFICE SPACE (Non-Reim) Provide administrative space per Real Estate Agreement Annex II.

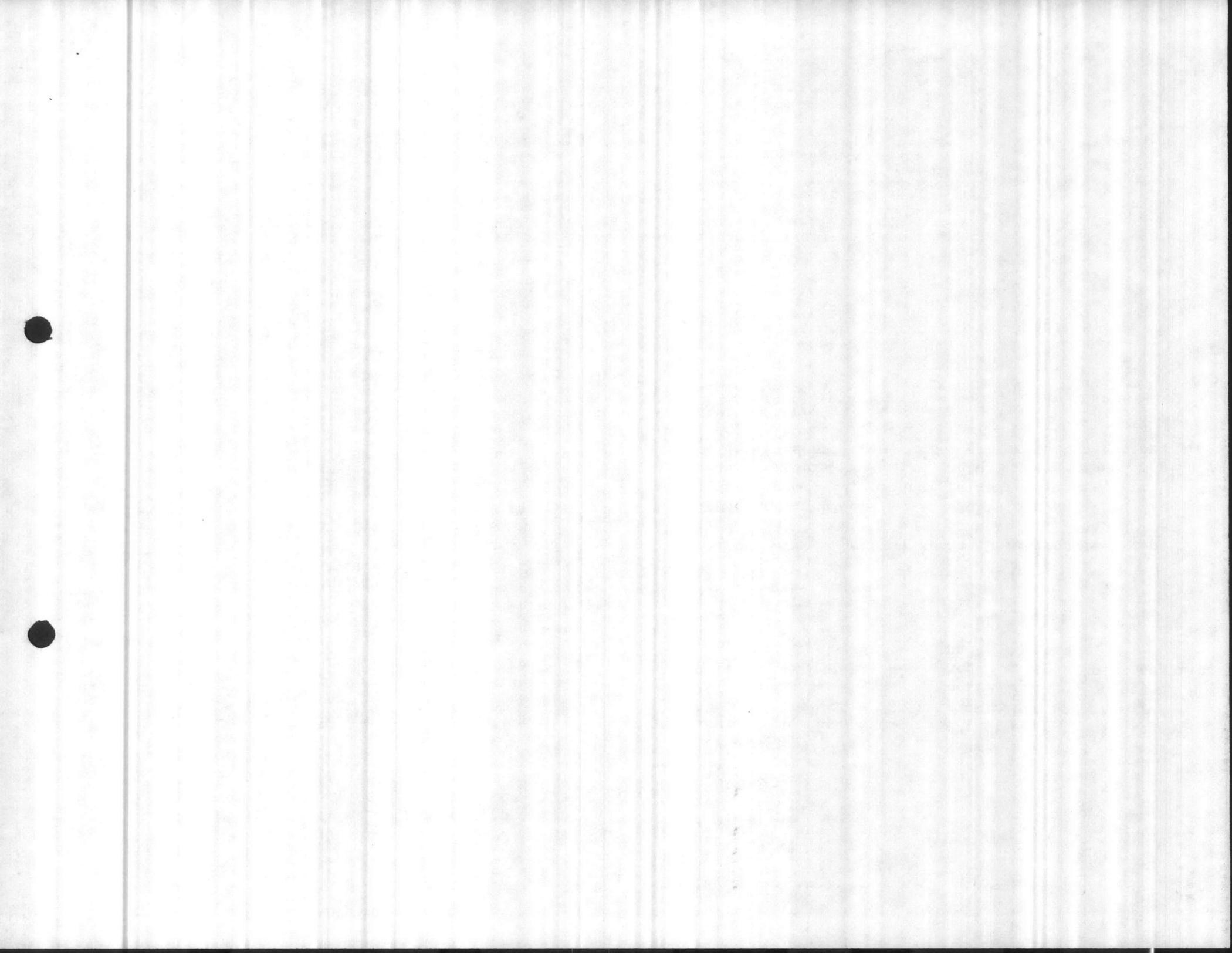
NA

(AW) REAL PROPERTY MAINTENANCE

- 1. Building/Structures (Non-Reim) Provide all normal cyclical maintenance and structural repair of existing facilities including those assigned for sole use of the Tenant. Perform maintenance and structural repairs of an emergency nature including service calls, as applicable.

1. Notify Host, as required other than cyclic maintenance.

NA



CATEGORY OF SUPPORT

SUPPLIER WILL

RECEIVER WILL

BASIS FOR CHARGES

2. Building/
Structures
(Reimbursable)

The Tenant will be responsible for expenditures exceeding normal cyclic maintenance such as:

a. Any overt act or negligence of the Tenants personnel exceeding normal wear and tear.

b. Additional maintenance such as painting for appearance and other work considered desirable but not essential which would not be performed if facility were not used by Tenant.

3. Building and
Structure/
Roads and
Grounds
(Reimbursable)

All minor construction, improvements, alterations and modifications to tenant specifications will be provided on a request basis with in-house resources or by contract, subject to Host and Tenant parent command approval and specific Tenant funding.

4. Road and
Grounds
(Non-Reim)

Provide maintenance, repair and improvement services as a part of normal cyclical maintenance and repair.

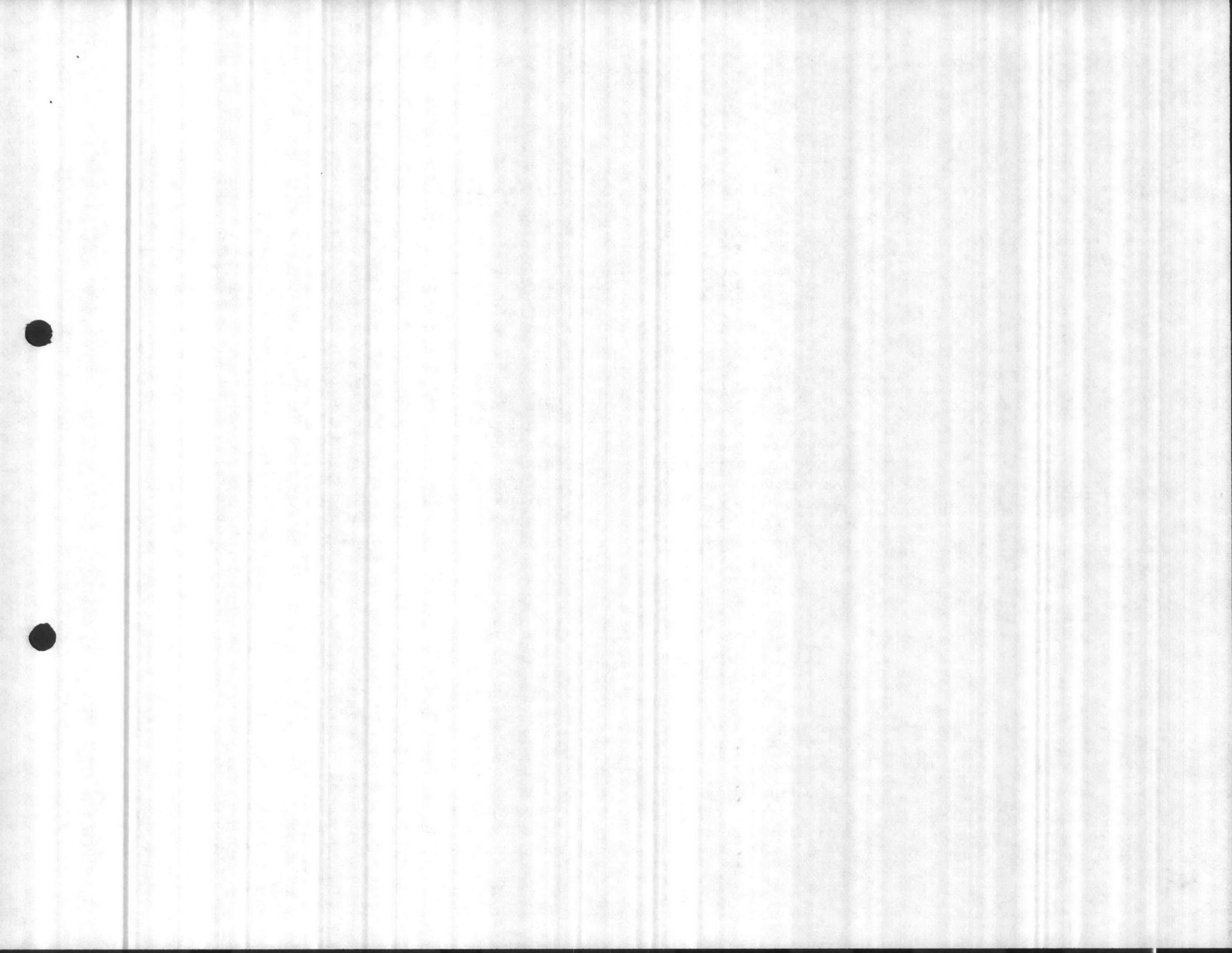
2. Request support and provide separate funding to Host for project accomplishment.

2. Based on actual hours expended plus supplies and equipment.

3. Submit Host-prepared plans for DPDO assigned facilities to DPDR for approval. Provide separate funding to Host for project accomplishment, if approved).

3. Based on actual hours expended plus supplies and/or equipment. And/or contract costs.

4. NA



CATEGORY OF SUPPORT

SUPPLIER WILL

RECEIVER WILL

BASIS FOR CHARGES

5. Engineering Services/ Management Support (Reimbursable)

Provide within available resources, facility planning engineering designs, drafting and reproduction services inspection job planning and estimating and budget planning for recurring/non-recurring work, including contract procurement, military and minor construction. Work that cannot be accomplished in-house because of workload or engineering discipline involved will, if requested and funded, by Tenant, be accomplished by Architectural/ Engineering or Engineering Services Contract.

5. Coordinate with and provide requirements and justification to Host. (Provide separate funding to Host for project).

5. Based on actual hours expended plus supplies and/or equipment. And/or contract costs.

(AX)

REFUSE DISPOSAL

(Reimbursable)

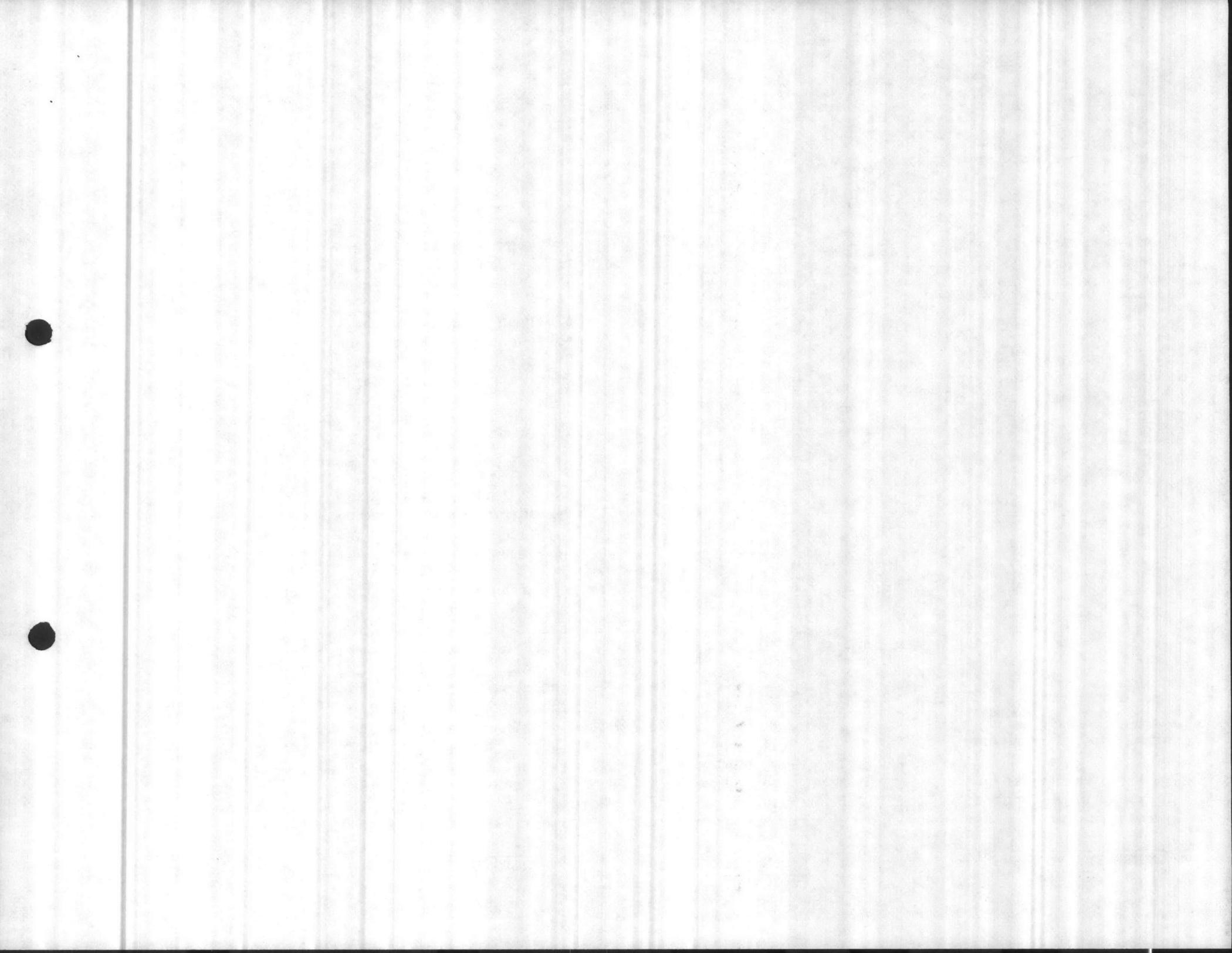
- 1. Collection Provide services to the extent of furnishing and removing exterior type container and disposal of trash and refuse collected.
- 2. Disposal Provide disposal service for refuse and trash collected and delivered to the landfill by the Tenant.

Request Support as required.

1. Reimbursement be required based on log of refuse collected at activity rate

Request Support as required. (NavCompt Form 2277, \$220.00)

2. Reimbursement be required based on pro rata share of landfill operation cost.



CATEGORY OF SUPPORTSUPPLIER WILLRECEIVER WILLBASIS FOR CHARGES

(AY)

ADMINISTRATIVE SERVICES

(Non-Reim)

1. Mail/Message pick-up and Delivery
Furnish mail and message pick-up and delivery at one point within Tenant facility. Control certified and registered mail for delivery only.
2. Publications
Include Tenant in distribution of Host publications applicable to Tenant
3. Planning Boards
Include Tenant on all Planning boards applicable to Tenant.
4. Records Management
Provide record management support to Tenant when applicable to Tenant
5. Witnessing Officer
Furnish disinterested individual to witness disposal of surplus property authorized for abandonment and destruction.

1. Provide internal mail distribution within Tenant facility. Properly prepare outgoing mail in sufficient time to meet supplier pick-up/delivery schedule.

1. NA

2. NA

3. NA

4. Request support

4. NA

5. Request support

5. NA

(AZ)

PUBLIC INFORMATION

(Non-Reim)

Provide public affairs services as required and when requested by Tenant. This will include Host newspaper information and other informative publications.

Coordinate with Host when public affairs services are required.

NA

(BB)

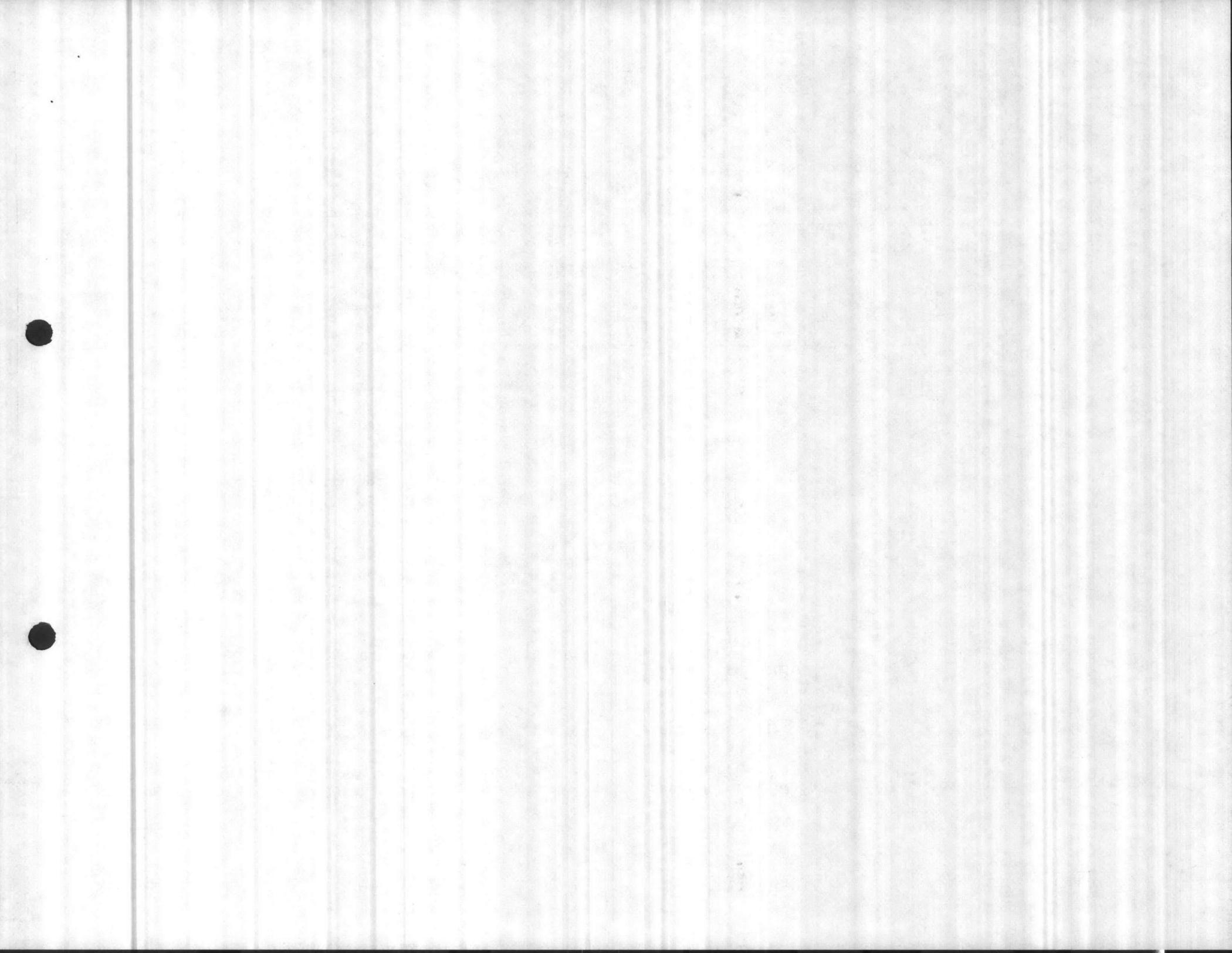
SAFETY

(Non-Reim)

The Host will provide Safety Support in accordance with the Attachment of Specific Provisions (Attachment #1).

The Tenant will adhere to all Host safety regulations and provide safety support not covered by the Attachment of Specific Provisions.

NA

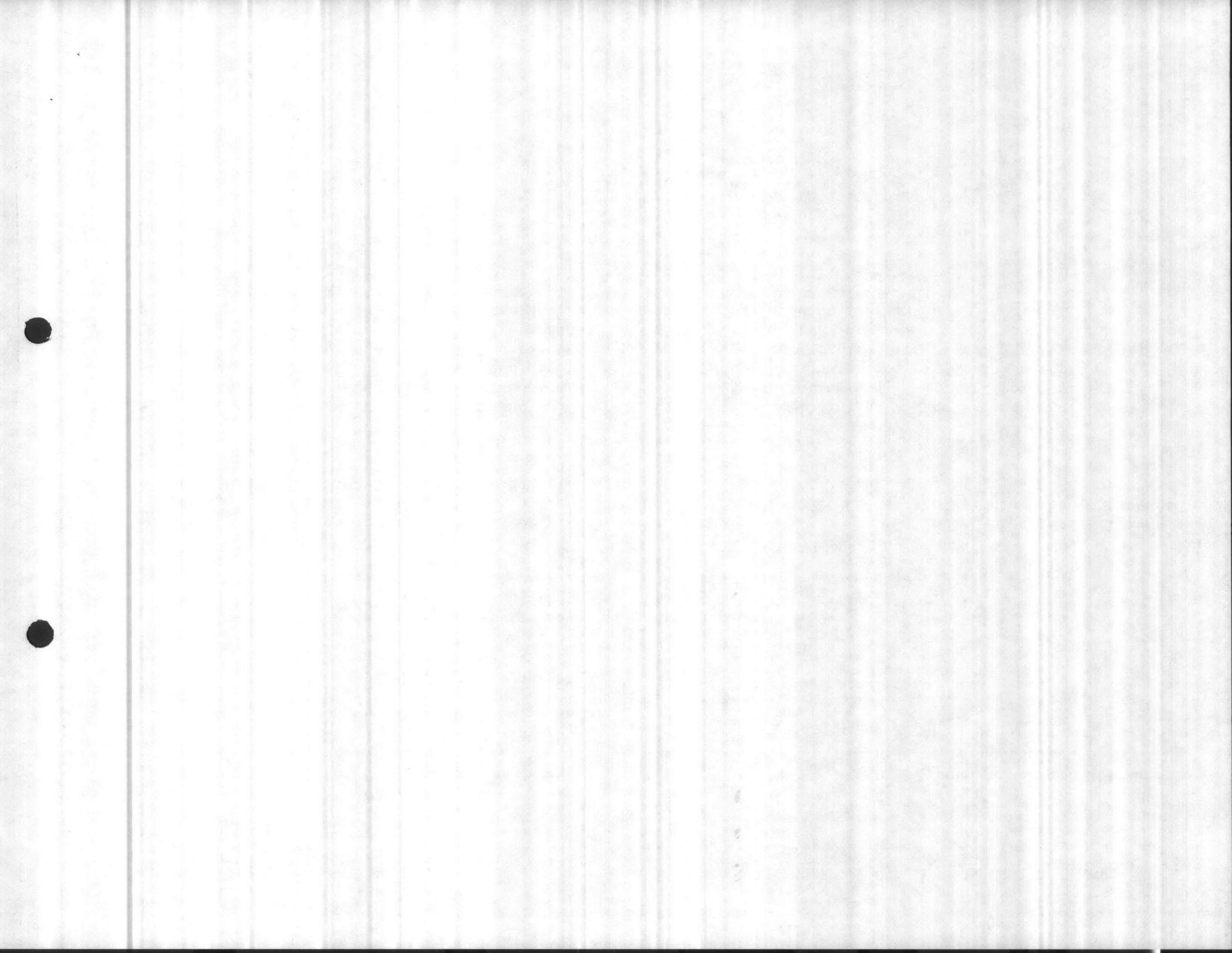


CATEGORY OF SUPPORTSUPPLIER WILLRECEIVER WILLBASIS FOR CHARGES**(BC) COMMUNICATIONS SERVICES**
(Reimbursable)

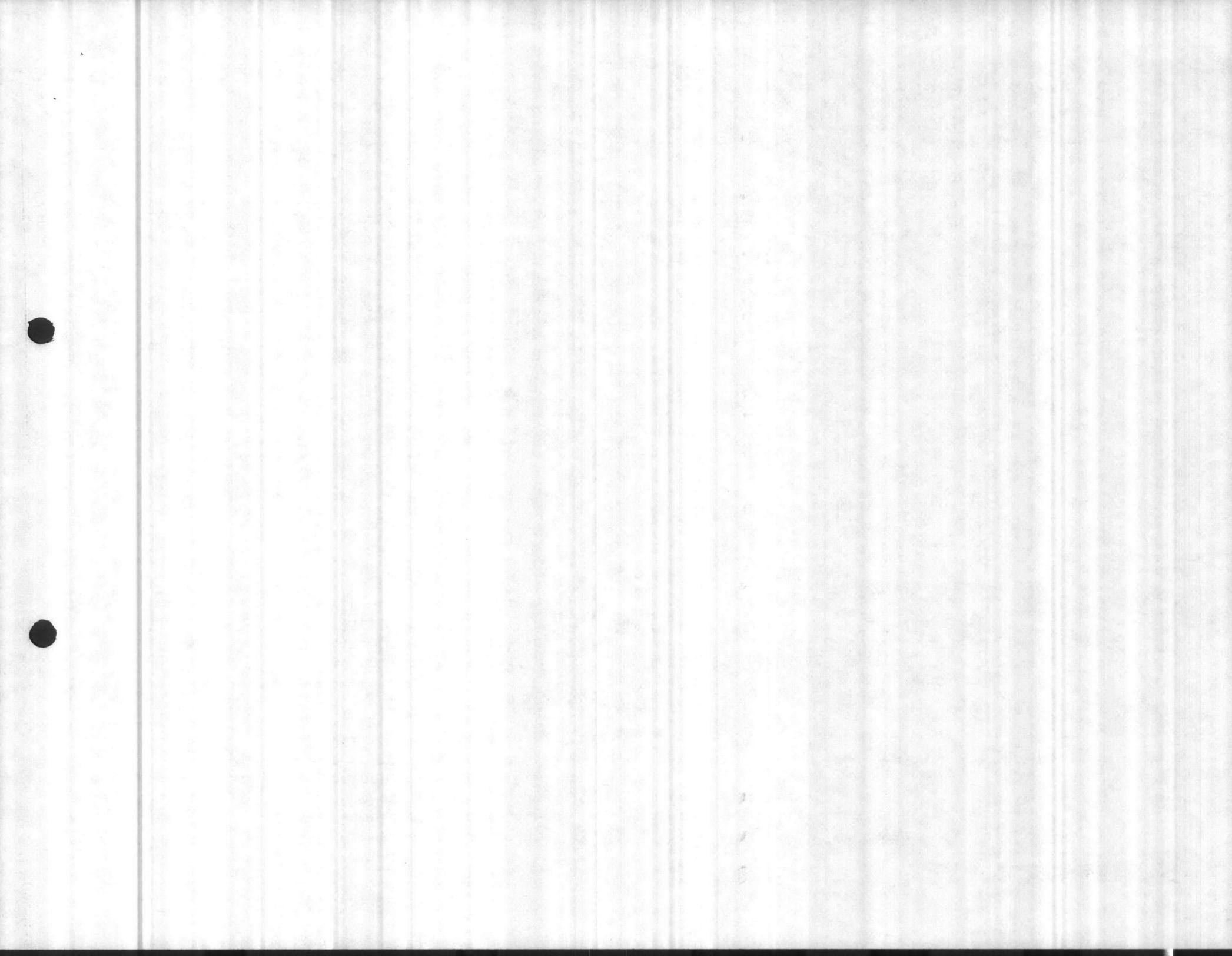
1. Transmission Furnish communication services covering the receipt, transmission routing and distribution of tele-type/AUTODIN data, and radio communications, including commercial TWX/TELEX message services and FTS.
2. Telephone Services Provide cable facilities and instruments including AUTODIN FTS and Commercial Service.
3. Equipment Rental, Installation and Maintenance Provide basic CENTREX or switch board services and such special equipment as may be required.
4. Communication/Electronic Equipment Assist Tenant in planning for installation of communication/electronic equipment, as required and when requested, to safeguard against possible interference with existing operations of facilities.

1. Reimburse Host. Commercial service only. 1. Based on actual billings plus actual hours expended.
2. Reimburse Host. Provide requirements to Host activity and reimburse Host for services provided. 2. Activity Rates
3. Reimburse Host. Provide requirements to Host Activity as prescribed by directives. 3. Based on actual Billings plus actual/hours expended.
4. Plan in conjunction with Host any installation of electronic or communication system equipment requirements. Obtain DPDR approval and funding for such installation that have received prior Host approval. 4. Non-Reimbursable Except for Host Labor/material/direct planning service cost.

(NavCompt Form 2277 \$2,500) Applies to No. 1, 2 and 3.
No. 4 requires special funding.



<u>CATEGORY OF SUPPORT</u>	<u>SUPPLIER WILL</u>	<u>RECEIVER WILL</u>	<u>BASIS FOR CHARGES</u>
(BD) <u>COMMUNITY SERVICES</u> (Non-Reim)	Make available to Tenant on same basis provided Host and other Tenant personnel; Banking, clubs, cafeterias, use of recreation facilities, civilian welfare, etc.	Comply with Host directives concerning utilization of personal facilities.	NA
(BG) <u>SOCIAL ACTION</u> (Non-Reim) Drug and Alcohol Abuse	Provide assistance and Training plus counselling services on drug and alcohol abuse.	Request support as required.	NA
(BM) <u>ENTOMOLOGY SERVICES</u> (Non-Reim)	Provide general insect, rodent, and weed control as a common service.	Request support	NA
(BN) <u>ICE AND SNOW REMOVAL</u> (Non-Reim)	Remove snow and ice from sidewalks, exterior steps, roads parking lots adjacent to areas occupied by Tenant.		NA
(BO) <u>ENVIRONMENTAL POLLUTION CONTROL</u> (Non-Reim)	Include Tenant in Host Environmental Pollution control programming.	Comply with such policy guidance as may be provided by DPDR that is not in conflict with those of the Host.	NA



CATEGORY OF SUPPORT

SUPPLIER WILL

RECEIVER WILL

BASIS FOR CHARGES

(BR) TRAINING
(Non-Reim)

Include Tenant in locally sponsored training courses such as supervisory, safety, clerical, etc. Provide driver training, i.e. testing, education, etc., and issue license to qualified Tenant equipment operators.

Submit requirements and comply with Host training schedules and comply with Host directives for driver training and licensing.

NA

(BU) GENERAL SUPPLIES
(Reimbursable)

Provide Tenant supply support to include common office supplies and other common supplies used in administrative/clerical support on a reimbursable basis.

Requisition supplies in accordance with Host procedures.

Actual Cost of Supplies.

Cost of supplies will be billed direct to tenant appropriation through the Interdepartmental Billing Procedures. Purchases will be made by charge plates. Tenant will furnish Host with the following information:

Charges for supplies to support specific function will be charged to that function.

(1) The Department of Defense Activity Accounting Code of the requesting unit.

(2) A Cost Code of up to 14 digits having the fiscal year in the third position.

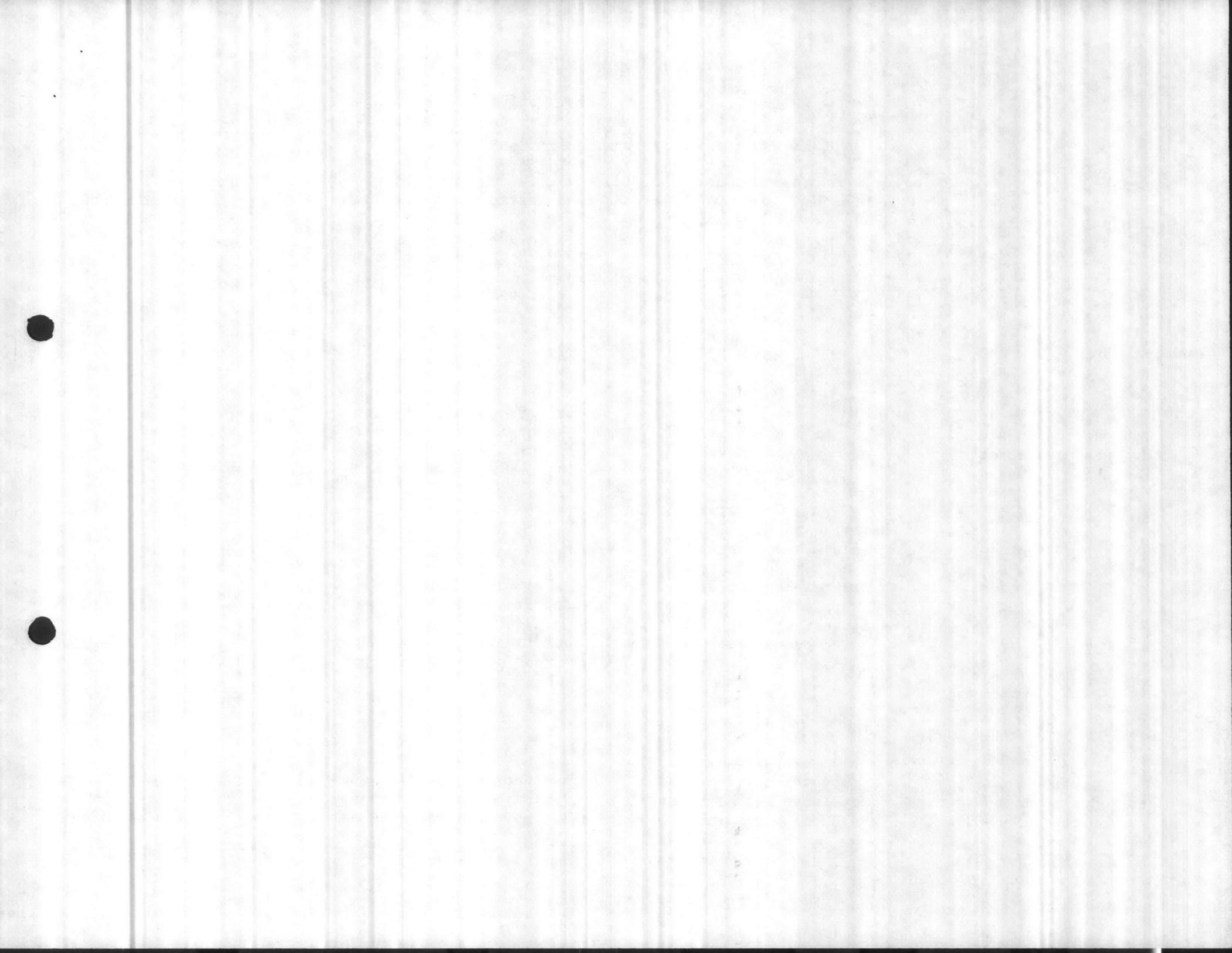
(3) Address of Activity to be billed.

(4) Number of charge plates required.

(5) Name of individual(s) to pick-up charge plate(s).
(NavCompt Form 2277 \$4,400.00)



<u>CATEGORY OF SUPPORT</u>	<u>SUPPLIER WILL</u>	<u>RECEIVER WILL</u>	<u>BASIS FOR CHARGES</u>
(BV) <u>PRINTING & REPRODUCTION</u> (Reimbursable)	Provide printing and reproduction service within capabilities as required.	Request service and provide Host with necessary reproducible originals. (Special funded as required.)	Based on actual hours expended plus supplies and/or equipment.
(BW) <u>DISASTER PREPAREDNESS</u>			
1. Emergency Planning (non-Reim)	Include Tenant in Host emergency, disaster, and severe weather preparedness plans and emergency notification system.	1. Comply with Host directives and emergency instructions in the safeguarding of life and Government Property. Provide personnel assistance to Host should conditions require.	1. NA
2. Hurricane Alerts (Reimbursable)	Provide manpower as requested during Hurricane Alerts within Installation capabilities	2. Reimburse Host. Request Service. (Special fund by DPDR)	2. Based on actual hours expended plus supplies and/or equipment.
(MD) <u>DEMILITARIZATION</u> (Non-Reim)			
1. Technical & Inspection Support	Furnish demilitarization technical and inspection support to the Tenant on request. Advise Tenant capability to perform required demilitarization.	1. Coordinate with Host to determine that the Host can do the demilitarization.	1. NA



CATEGORY OF SUPPORT

SUPPLIER WILL

RECEIVER WILL

BASIS FOR CHARGES

2. Demil.

Perform demilitarization upon receipt of separately funded order.

2. Provide Host approved work request.

2. NA

(MG) VEHICLE MAINTENANCE
(Tenant Owned)
(Reimbursable)

Furnish material and labor to repair vehicle and support services as required and when requested within capabilities. Schedule priority and maintenance standards to be consistent with practices established for Host's own equipment and in accordance with operating requirements of the Tenant.

Obtain operating material from Host as required. Prepare accident reports required by Host.

Based on actual hours expended plus supplies/parts and/or equipment.

Service Station-Type maintenance, tires, batteries, filters, oil change, etc.

(NavCompt Form 2277 \$1,000.00)

(MJ) MHE MAINTENANCE
(Tenant Owned)
(Reimbursable)

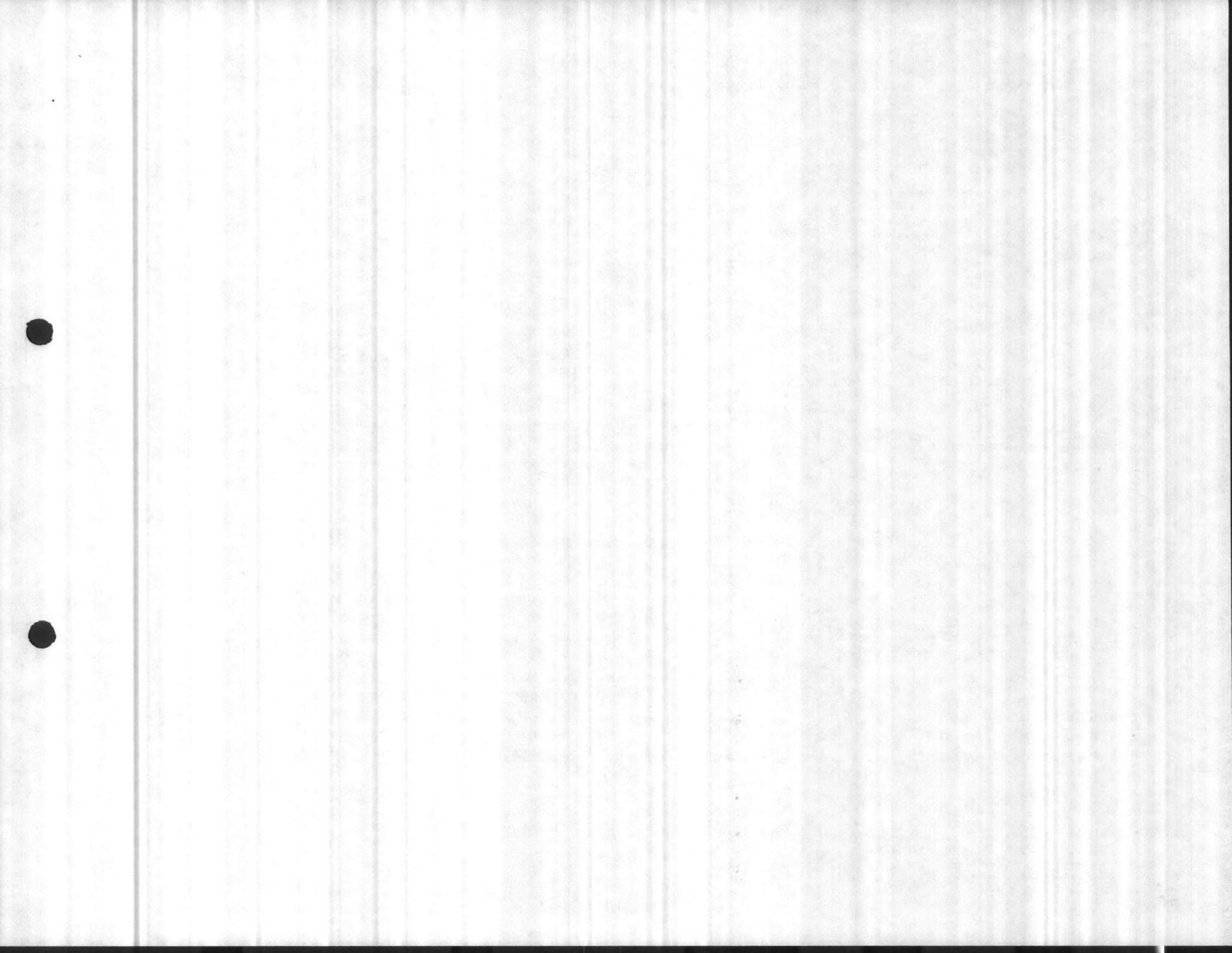
Furnish material and labor to repair MHE and support services as required and when requested within capabilities. Schedule priority and maintenance standards to be consistent with practices established for Host's own equipment and in accordance with operating requirements of the Tenant.

Obtain operating material from Host as required. Prepare accident reports required by Host.

Based on actual hours expended plus supplies/parts and/or equipment.

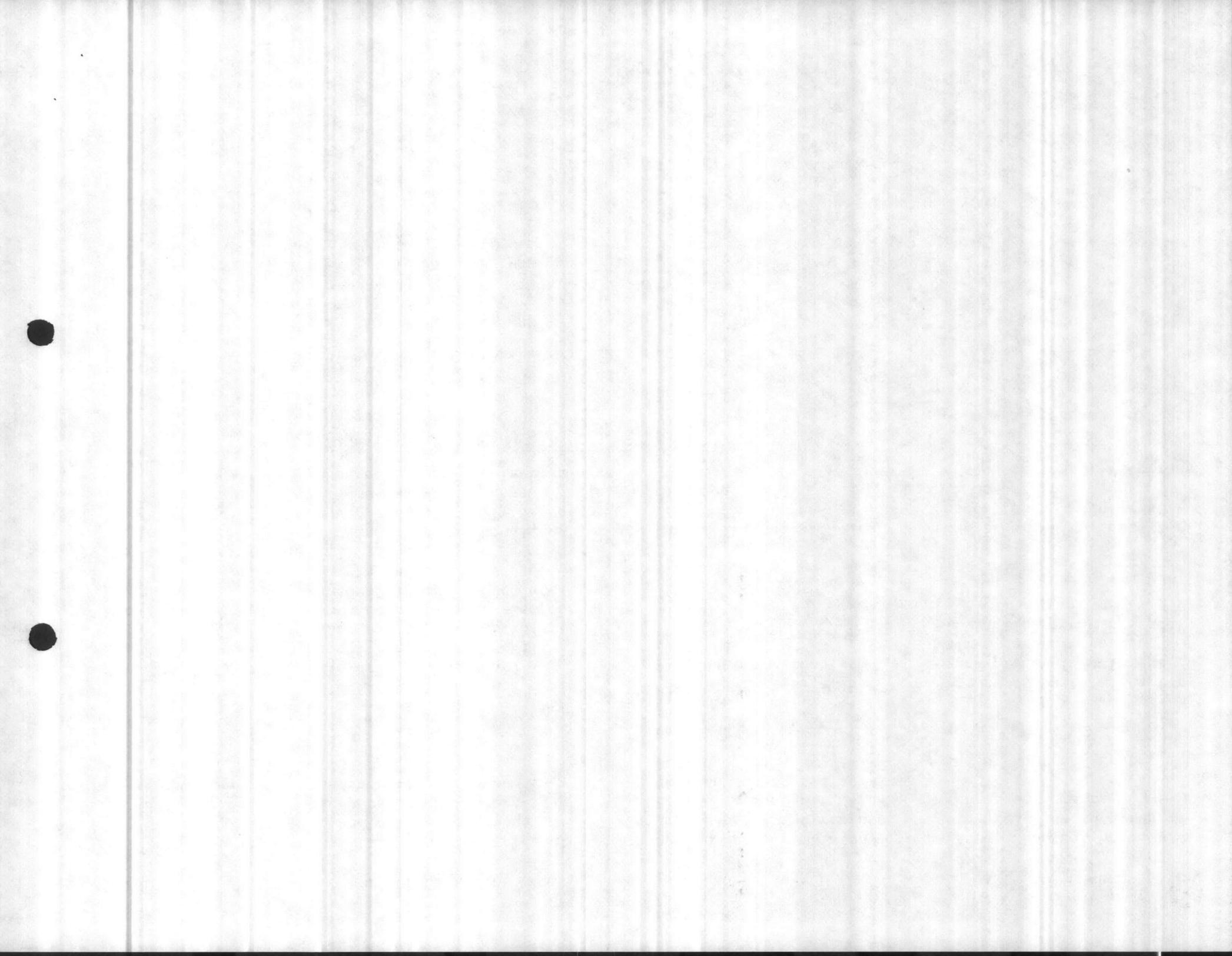
Service Station-Type maintenance, tires, batteries, filters, oil change, etc.

(NavCompt Form 2277, \$14,000.00)



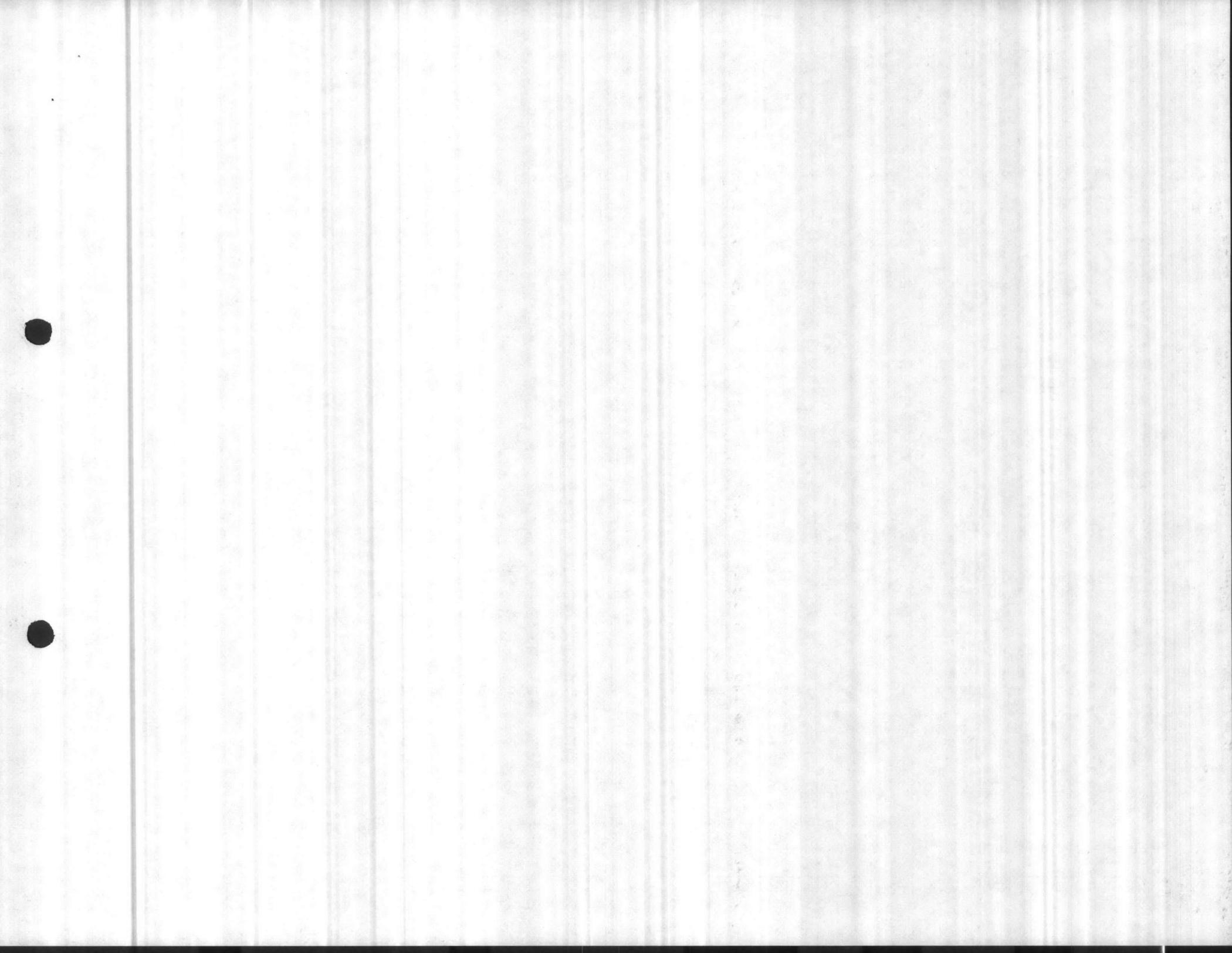
CATEGORY OF SUPPORT	SUPPLIER WILL	RECEIVER WILL	BASIS FOR CHARGES
(MN) <u>OFFICE EQUIPMENT MAINTENANCE</u> (Reimbursable)	Maintain and repair Tenant owned office equipment, in-house or by contract, as required and when requested.	Advise Host of maintenance repair requirements. Reimburse Host for Maintenance and repair services provided.	Based on actual hours expended plus supplies and/or equipment. And/or Contract Costs.
(SG) <u>VEHICLES & COMPONENTS</u> (Reimbursable)	Provide vehicles on a daily dispatch or emergency requirement basis. Will charge to specific project when identifiable. Components requisitioned by DPDO will be charged to CAC 929.00	Coordinate requirements with Host and fund as required.	Number of units miles for each piece of equipment times per unit cost. (Establish activity rate).
(SJ) <u>MHE & COMPONENTS</u> (Reimbursable)	Provide material handling equipment on a daily dispatch or emergency requirement basis, when not identifiable to a specific project. Components requisitioned by DPDO will be charged to CAC 929.00 Use CAC 551.00 when MHE is used for Receiving operations. Use CAC 552.00 when MHE is used in Care and Issue operations. Use CAC 561.00 when MHE is used in Scrap operations.	Coordinate requirements with Host and fund as required.	Number of units hours for each piece of equipment times per unit cost. (Established activity rates).

(NavCompt Form 2277 \$1,000.00)



CATEGORY OF SUPPORTSUPPLIER WILLRECEIVER WILLBASIS FOR CHARGES

<u>CATEGORY OF SUPPORT</u>	<u>SUPPLIER WILL</u>	<u>RECEIVER WILL</u>	<u>BASIS FOR CHARGES</u>
(ST) <u>POL</u> (Reimbursable)	Provide fuel and oil used in MHE/Vehicles.	Coordinate requirements with Host. (NavCompt Form 2277, \$6,000.00)	Actual cost of supplies
(SY) <u>AUDIOVISUAL SERVICES</u> (Reimbursable)			
1. Photography	Provide photographic service as required.	1. Request service.	1. Based on actual hours expended plus supplies and/or equipment.
2. Graphic Art	Provide graphic arts service within capabilities as required.	2. Request service and provide Host with necessary graphic samples.	2. Based on actual hours expended plus supplies and/or equipment.
		(Special funded as required)	



OPEN STORAGE
LOT 203

DPO LOCATIONS



OUTDOOR THEATER
S-789

CENTRAL AREA

SERVICE COMPANY

SUPPL. INDUSTRIAL

CREEK

SKEET RANGE
S-D-9

DAM

BOULEVARD

BIRCH

DUGWOOD

PARADE AND GILL FLD

BOULEVARD

SHEARS

SEE INSERT

TAKE FREE

ROAD

RANGE F-18

N 340.00

910 0

634

702

1020

1021

1022

1100

1101

1102

1103

1104

1105

1106

1107

1108

1109

1110

1111

1112

1113

S-925

TC-160

S-931

S-1009

S-1006

S-1006B

S-1200A

S-1321

S-1416

S-1508

S-1607

S-1616

S-1729

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S-1706

S-925

TC-160

S-931

S-1009

S-1006

S-1006B

S-1200A

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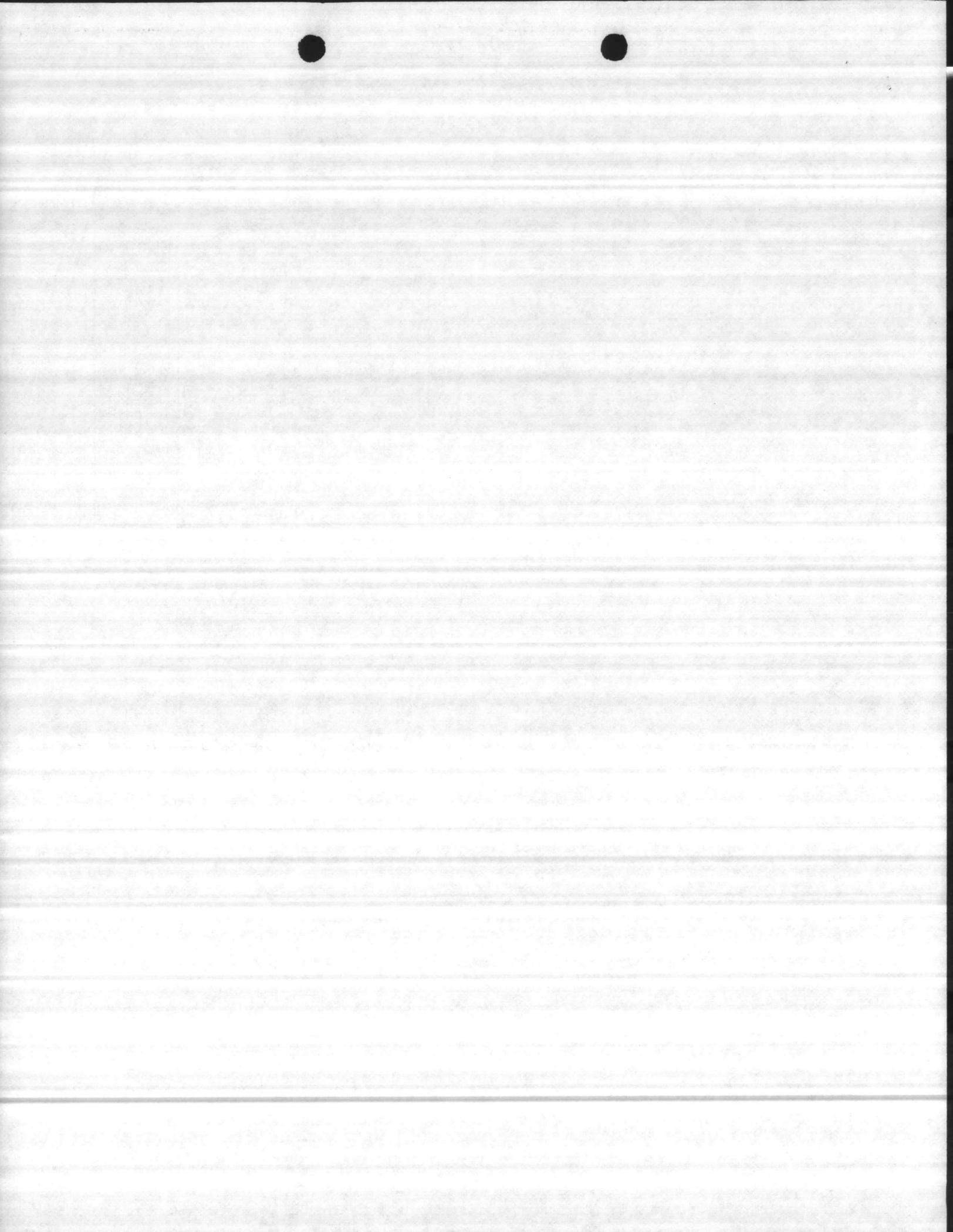
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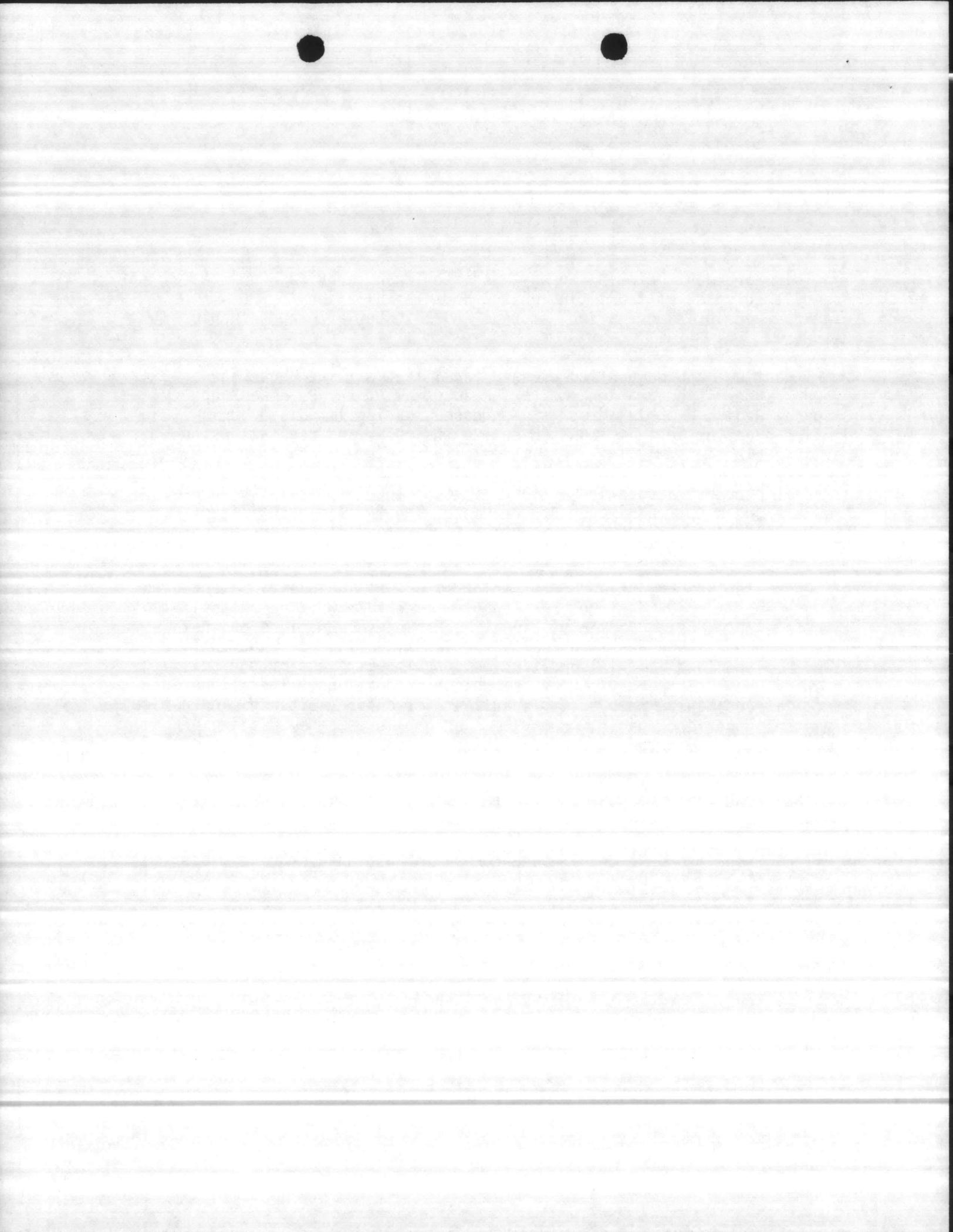


ANNEX II

HOST TENANT REAL ESTATE AGREEMENT

1. This agreement between the Host and the Tenant provides for the use by the Tenant of facilities on the Host installation in connection with the receipt, segregation, storage and shipment of excess/surplus material.
2. Tenant use and occupation of said facilities will be under the general supervision and subject to the approval of the Defense Property Disposal Region Memphis, Memphis, Tennessee, having immediate jurisdiction over the activity and subject to the rules and regulations he may prescribe.
3. Real property accounting will be in accordance with existing procedures, under the cognizance of the Host. The facilities utilized by the Tenant and subsequent improvements thereto will be carried on the Hosts real property inventory.
4. Prior to the initiation of any major structural changes in a building and/or demolition of a structure, Tenant will obtain written authorization therefore from Host. Permanent structural changes, additions or installations accomplished and financed by the Tenant during occupancy will remain in place (and left in condition comparable with rest of the building or structure). Temporary structural changes, additions, alterations or installations may be removed by Tenant, at its option, after giving notice of intent, provided that, if removal is accomplished, the building or structure will be returned to its original condition, upon the request of the Host.
5. The Chief, DPDO will be invited to attend meetings held on call, with representatives from tenant command to discuss Base Master Planning.
6. Tenant shall have exclusive use of buildings, open storage areas, etc., as follows;

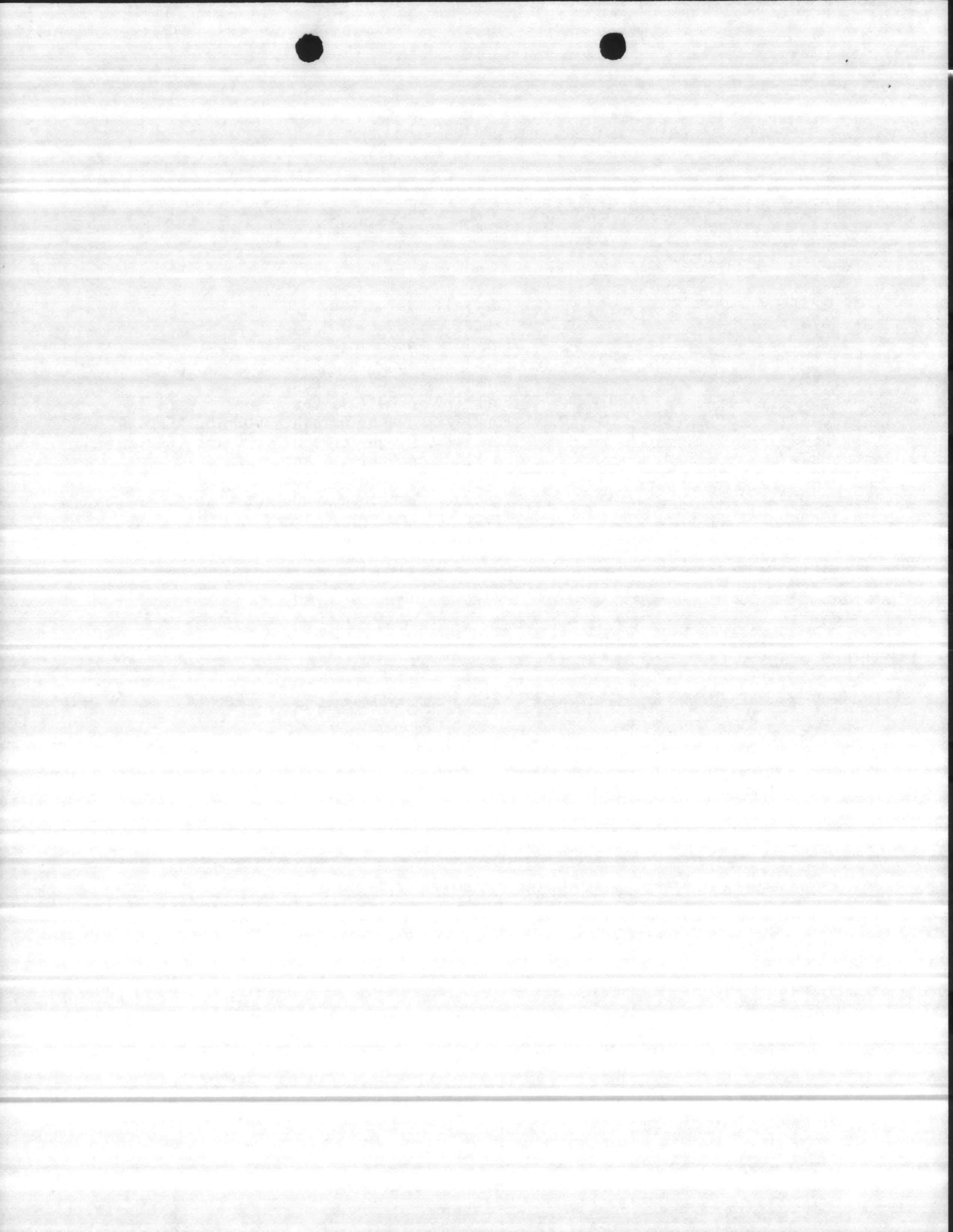
<u>Building/Facility</u>	<u>Description</u>	<u>SQ FT</u>
Building 906	Office/Warehouse	64,800
Lot 203	Open Storage	1,728,219
Building 1117	Warehouse	32,000



ANNEX III

MHE/VEHICLES

DLA Registration Number	Item Description
82231	Carryall, ½ Ton Cap.
74741	Truck, Pickup, ½ Ton Cap.
71356	Forklift, 4000 lbs. Cap.
78424	Forklift, 4000 lbs. Cap.
78620	Forklift, 4000 lbs. Cap.
65644	Forklift, 6000 lbs. Cap.
70427	Forklift, Rough Terrain, 6000 lbs. Cap.
70648	Forklift, Rough Terrain, 6000 lbs. Cap.
68879	Forklift, 4000 lbs. Cap.
80256	Tractor, Warehouse, 4000 lbs. Cap.
80254	Tractor, Warehouse, 4000 lbs. Cap.
64171	Tractor, Crawler, 200 HBP.
67404	Crane, Shovel, Crawler MTD, 12½ Ton Cap.
70440	Sweeper, Warehouse
70578	Crane, Truck, MTD. 25 Ton Cap.



ANNEX IV

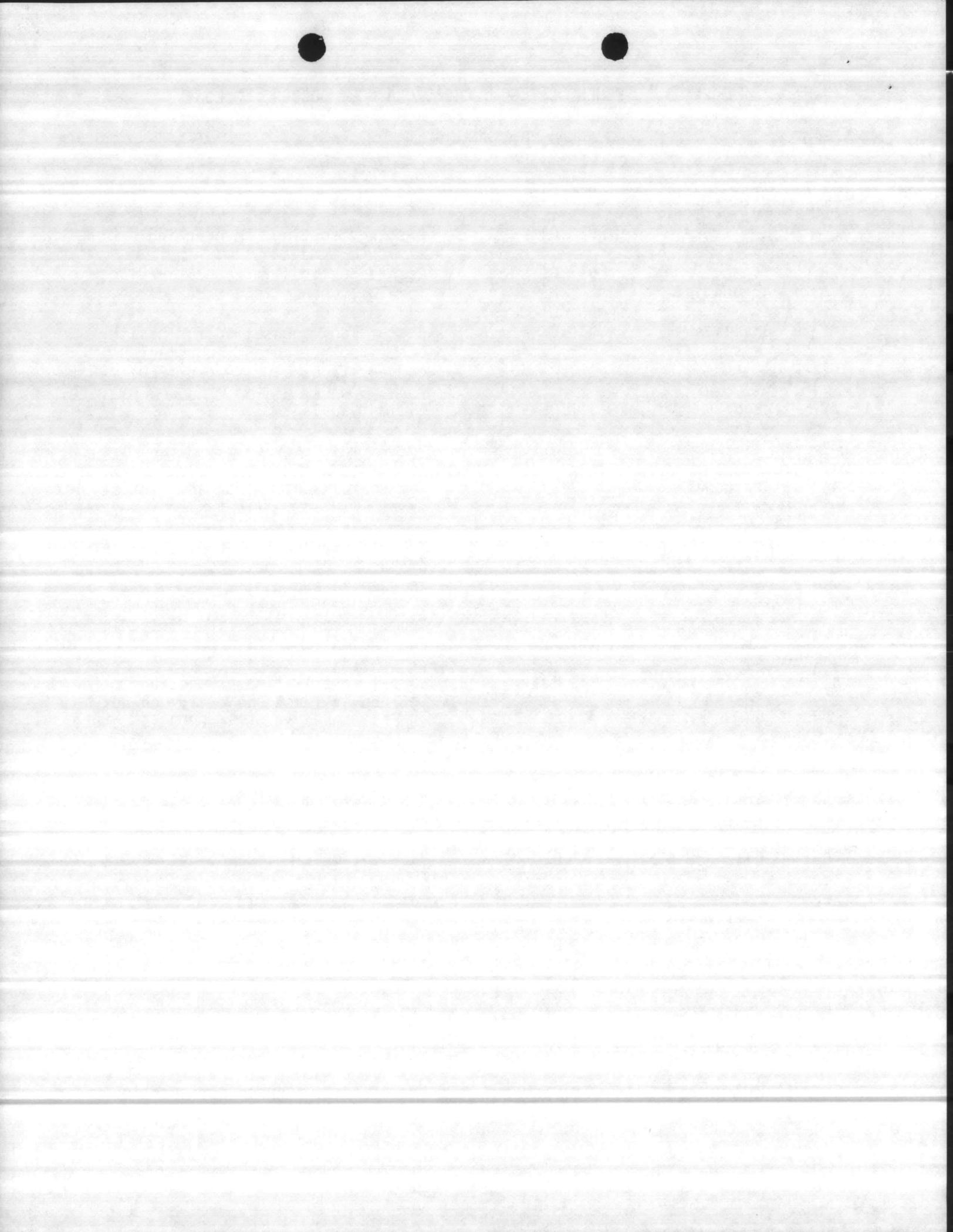
OFFICE EQUIPMENT

Serial Number	Item Description
A2454310	Typewriter, Manual, R. C. Allen
0371883	Typewriter, Selectric, IBM
6476029	Typewriter, Selectric, IBM
4280493	Typewriter, Selectric, IBM
47194179	Typewriter, Electric, Royal
7162791	Adding Machine, Electric, Olivetti
3029637	Adding Machine, Electric, Remington
3044786	Adding Machine, Electric, Remington
2305244	Calculator, Electric, Victor
81020347	Calculator, Electric, Sharpe
N297744	Calculator, Electric, Monroe

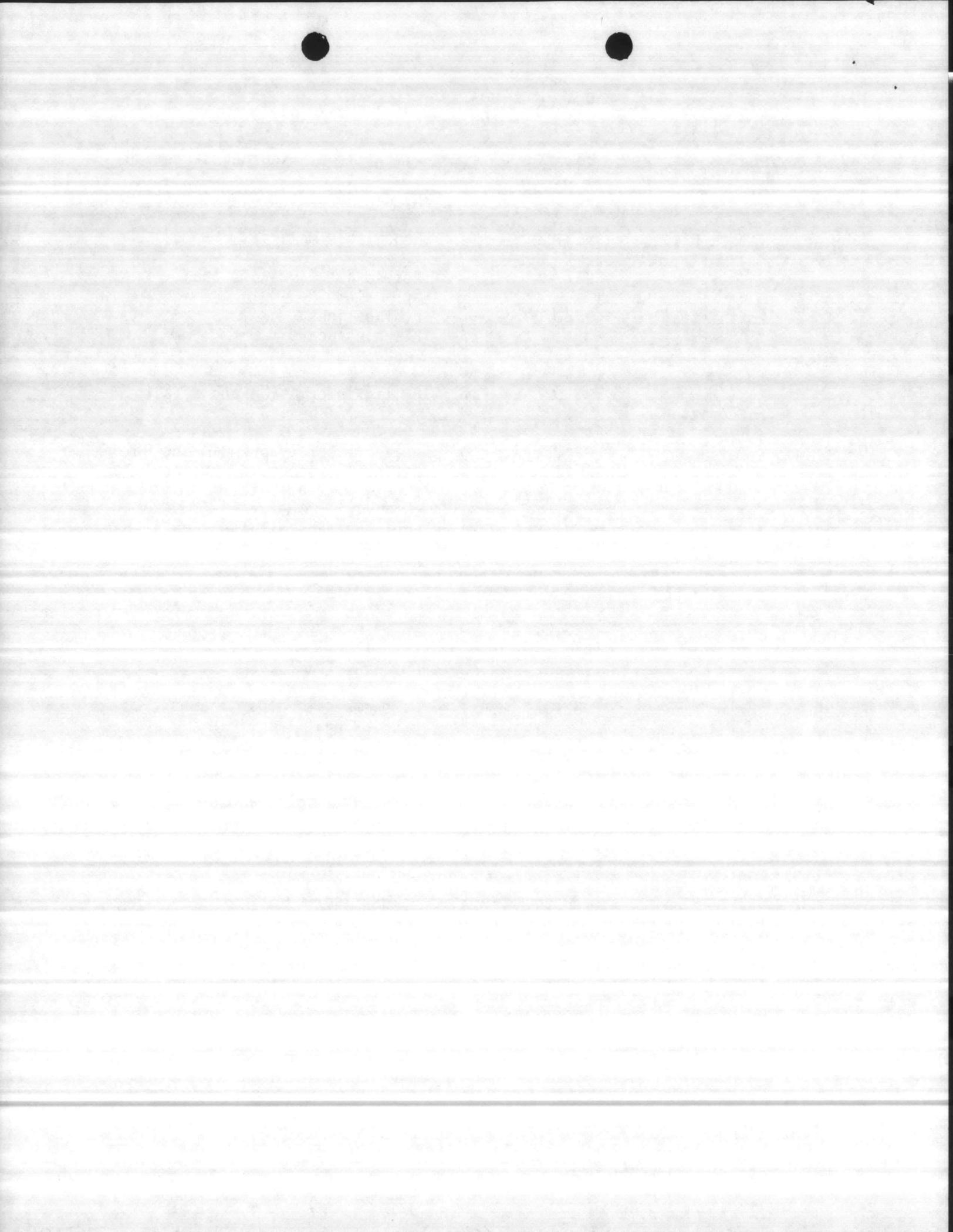


SUPPORT AGREEMENT CATEGORY CODES/DLA COST ACCOUNT CODES

<u>CAT CODE</u>	<u>TITLE</u>	<u>DLA CAC</u>	<u>HOST CODE</u>	<u>REMARKS</u>
AA	Data Services	962.01		ADP/EAM Services
		962.04		Listing, sorting, keypunching
AB	Finance and Accounting	917.01		Cash deposits, limited disbursing for TDY, change fund and audit.
AC	Civilian Personnel	914.01		Recruiting; counseling for health benefits, retirement, workmen's compensation, etc., except EEO
AD	Legal	911.01		Claims; advise.
AE	Mail/Messenger	952.01		Normal mail service.
✓ AF	Custodial	937.20		✓ Janitorial service for administrative area.
AG	Purchasing and Contracting	926.01		Minimal support required. The cost of purchase or contract should be charged to end-use.
AH	Fire Protection	937.10		Normal installation fire protection and prevention.
AI	Police Protection	953.01		Normal installation protection to include at least one daily non-duty check to make sure the DPDO is secure.
AL	Medical	924.11		First aid, physical exams.
AN	Warehousing/Storage	552.01		Assigned warehousing/storage assigned per Real Estate Agreement.
AO	Transportation	552.01		Packing, crating, handling. GBL, Transportation Requests.
✓ AP	Utilities	931.XX		Repair and maintenance of utilities.
		935.10		Electricity
		935.24		Heat
		935.31		Water
		935.41		Sewage
AS	Calibration	946.02		Scales, instruments, tools
AJ	Administrative Office Space	952.01		Administrative space assigned to DPDO per Real Estate Agreement.



<u>LAT</u> <u>CODE</u>	<u>TITLE</u>	<u>DLA</u> <u>CAC</u>	<u>HOST</u> <u>CODE</u>	<u>REMARKS</u>
✓ AW	Real Property Maintenance	932.XX		Alterations, minor construction.
		937.70		Repair, except cyclical maintenance.
✓ AX	Refuse Disposal	563.02		Nonsalable material disposal.
		937.40		Refuse and waste disposal.
AY	Administrative	952.01		Publications Planning Board Management.
AZ	Public Information	911.03		Public information and affairs.
BB	Safety	924.12		Activity safety program including personal protective equipment, e.g. shoes, glasses, etc.
✓ BC	Communications	972.01		Equipment installation, maintenance and leasing.
		973.01		Toll calls
		973.22		WATS
		976.01		AUTPDON, TWX/TELEX
BD	Community Services	952.01		Base employee clubs, banks, recreational facilities.
BG	Social Actions	911.01		EEO counseling.
		924.11		Drug and alcohol abuse.
✓ BM	Entomology Services	937.30		Insect, rodent, weed, fungi, animal control.
BN	Ice and Snow Removal	937.50		Remove ice and snow.
BO	Environmental Quality Control	923.01		Pollution recovery and energy conservation programs.
BR	Training	511.03		CITA training.
		513.03		Clerical, supervisory, etc. training. Operator training & licensing.
		513.04		Precious Metals Recovery Program.



<u>CAT</u> <u>CODE</u>	<u>TITLE</u>	<u>DLA</u> <u>CAC</u>	<u>HOST</u> <u>CODE</u>	<u>REMARKS</u>
BU	General Supplies	925.01		Generally expendable office supplies
		XXX.XX		Charges for supplies to support specific function will be charged to function. (i.e., oxygen, acetylene, charge to 562.00, etc.)
BV	Printing & Reproduction	951.01		Printing and duplication.
BW	Disaster Preparedness	938.20		Emergency planning, coordinate with host.
BY	Occupational Health	924.11		Industrial hygiene, occupational environment.
MD	Demil	562.01		Labor, material cost.
MG	Vehicle Maintenance	942.01		Corrective maintenance (repair), overhaul and modification of automotive vehicle.
		942.02		Preventive and service station-type maintenance, (tires, batteries, filters, oil changes, etc.) of automotive vehicles.
MI	Construction Equipment (crane)	946.01		Corrective maintenance (repair), overhaul and modification of construction equipment.
		946.02		Preventive maintenance of construction equipment.
MJ	MHE Maintenance	944.01		Corrective maintenance (repair), overhaul, and modification of powered MHE.
		944.02		Preventive maintenance of MHE.
11	Office Equip- ment Maintenance	945.01		Maintenance and repair for office equipment, including office machines and reproduction equipment.
MZ	Equipment, e.g. Shears, Welding Equipment	946.01		Corrective maintenance (repair), overhaul, and modification of IFF.
		946.02		Preventive maintenance.
SG	Vehicles	929.01		Cost of vehicles furnished on part-time or daily dispatch. Use only when use is not identifiable to a specific project such as use in precious metals recovery (CAC 581.00).



<u>CAT CODE</u>	<u>TITLE</u>	<u>DLA CAC</u>	<u>HOST CODE</u>	<u>REMARKS</u>
SI	Construction Equipment (Crane)	929.01		Cost of construction equipment furnished on part-time or full-time basis when not identifiable to a specific project. Components requisitioned by DPDO will always be charged to 929.01
		551.01		Use 551.01 when construction equipment is used for receiving operations.
		552.01		Use 552.01 when construction equipment is used in care and issue operations.
		561.01		Use 561.01 when construction equipment is used in scrap operations.
SJ	MHE and Components	929.01		Cost of MHE furnished on part-time or full-time basis when not identifiable to a specific project. Components requisitioned by DPDO will always be charged to 929.01.
		551.01		Use 551.01 when MHE is used for receiving operations.
		552.01		Use 552.01 when MHE is used in care and issue operations.
		561.01		Use 561.01 when MHE is used in scrap operations.
ST	POL	929.01		For fuel and oil used in MHE/vehicles.
		935.24		For fuel used for heating. Estimated annual cost should be reflected under (AP) utilities.
SH	Railway Equipment	561.01		Railway equipment used for scrap processing.
SY	Audiovisual Services	952.01		Still photography and processing. Graphic arts and training aids.



ATTACHMENT OF SPECIFIC PROVISIONS

The Host will:

1. Provide a Safety Inspection of facilities assigned Tenant and report noncompliance with the Standards of OSHA, at the same frequency as provided Host activities but not less than annually.
2. Provide on a reimbursable basis personal protective equipment under OSHA or DLAM 1000.1.
3. Provide promotional material as required.
4. Provide safety training.
5. Provide safety consultation services to Chiefs of PDOs as required.
6. Monitor and provide explosives safety support as defined below.

The terms "monitor" and "explosives safety support" are defined as follows:

A. Monitor - Infers regularly scheduled explosives safety surveys. The scheduled frequency should be arranged between the local explosives safety office and the DLA Property Disposal Office.

B. Explosives Safety Support - Infers advice and assistance on all explosives safety matters. This support does not include inspection, stamping, and certification of the munitions/explosives residue since this has to be completed before the residue is offered for turn-in to DLA Property Disposal and is, therefore, not a function of DLA. It does include inspection of residue from all sources to assure the Property Disposal Office that the material has been properly and adequately inspected and certified. (Small quantities of explosives residue received from any sources may, of course, be inspected, stamped, and certified as it would be uneconomical to recall the originating unit to perform this task.) The DLA Property Disposal Office and the explosives safety office should mutually determine the policy for recalling a unit to reinspect and certify their explosives residue. Residue found to be contaminated with explosives should always be returned to the originating unit for further demilitarization and/or decontamination.

C. Investigate and provide a report on mishaps involving lost workdays or property damage exceeding \$300.

