



## DoD INSTRUCTION 5160.68

### SINGLE MANAGER FOR CONVENTIONAL AMMUNITION

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<b>Originating Component:</b>	Office of the Under Secretary of Defense for Acquisition and Sustainment
<b>Effective:</b>	March 15, 2022
<b>Releasability:</b>	Cleared for public release. Available on the Directives Division Website at <a href="https://www.esd.whs.mil/DD/">https://www.esd.whs.mil/DD/</a> .
<b>Reissues and Cancels:</b>	DoD Instruction 5160.68, "Single Manager for Conventional Ammunition (SMCA): Responsibilities of the SMCA, the Military Services, and United States Special Operations Command (USSCOM)," December 29, 2008
<b>Cancels:</b>	DoD Directive 5160.65, "Single Manager for Conventional Ammunition (SMCA)," August 1, 2008
<b>Approved by:</b>	Andrew P. Hunter, Performing the Duties of the Under Secretary of Defense for Acquisition and Sustainment

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**Purpose:** In accordance with the authority in DoD Directive (DoDD) 5135.02, this issuance:

- Establishes policies and assigns responsibilities for the Single Manager for Conventional Ammunition (SMCA).
- Assigns the SMCA mission within the DoD to the Secretary of the Army.
- Prescribes the functional responsibilities and mission functions to be performed by the Secretary of the Army, or designee as SMCA, and by the Military Service and United States Special Operations Command (USSOCOM) customers on conventional ammunition management actions.
- Authorizes the SMCA, Military Services, and USSOCOM to jointly develop and distribute joint conventional ammunition policies and procedures through the Joint Ordnance Commanders Group (JOCG).
  - Joint conventional ammunition policies and procedures will align with the paragraph structure in Section 3.

- Representatives will be designated to participate on the JOCG where they will identify, recommend, or implement joint opportunities to reduce cost, increase effectiveness, and ensure interoperability or interchangeability of munitions systems.

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## **SECTION 1: GENERAL ISSUANCE INFORMATION**

### **1.1. APPLICABILITY.**

This issuance applies to OSD, the Military Services (including the Coast Guard at all times, including when it is a Service in the Department of Homeland Security by agreement with that Department), the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (referred to collectively in this issuance as the “DoD Components”).

### **1.2. POLICY.**

a. The DoD will effectively and efficiently acquire and manage the highest quality conventional ammunition by:

(1) Using acquisition strategies that stabilize the business environment and provide incentives for private investment in the production base.

(2) Partnering with, and relying on, the commercial national technology and industrial base, to the maximum extent practicable, to create and sustain ammunition production assets.

(3) Maintaining a base of government-owned facilities for those industries determined essential to defense production, when private investment is inadequate or unavailable.

(4) Justifying expanded production capability for contingency readiness.

b. The requirements of this issuance will be incorporated into contracts when other organizations acquire munitions through the DoD.

c. The DoD will receive, store, surveil, secure, and distribute wholesale conventional ammunition on behalf of the Military Services and USSOCOM in accordance with applicable DoD and Federal financial, supply, safety, security, and transportation guidance.

## **SECTION 2: RESPONSIBILITIES**

### **2.1. UNDER SECRETARY OF DEFENSE FOR ACQUISITION AND SUSTAINMENT (USD(A&S)).**

The USD(A&S):

- a. Oversees the principal OSD staff responsibility for SMCA activities and policies.
- b. Prescribes guidance for the SMCA mission, and oversees DoD compliance with this issuance, to include DoD conventional ammunition requirements.
- c. Collaborates with the DoD Component heads when appraising the overall performance of the SMCA in accomplishing the mission objectives outlined in Paragraph 1.2., and recommends improvements.
- d. Represents the Secretary of Defense on internal and interagency acquisition and logistics matters pertaining to munitions.

### **2.2. UNDER SECRETARY OF DEFENSE (COMPTROLLER)/CHIEF FINANCIAL OFFICER, DEPARTMENT OF DEFENSE.**

The Under Secretary of Defense (Comptroller)/Chief Financial Officer, Department of Defense, provides financial management policy and guidance to the SMCA and the DoD Components for the SMCA mission.

### **2.3. DOD COMPONENT HEADS.**

The DoD Component heads:

- a. Coordinate, collaborate, and support the SMCA mission regarding ammunition functions, responsibilities, and authorities they retain as specified in this issuance.
- b. Ensure the assigned mission functions in Section 3 are accomplished.

### **2.4. SECRETARIES OF THE MILITARY DEPARTMENTS; COMMANDANT, UNITED STATES COAST GUARD; AND COMMANDER, USSOCOM.**

In addition to the responsibilities in Paragraph 2.3., the Secretaries of the Military Departments, the Commandant, United States Coast Guard, and the Commander, USSOCOM:

- a. Ensure that all of their activities perform the specific conventional ammunition management functions assigned in Section 3.

b. Retain the ammunition acquisition and logistics responsibilities, identified in joint conventional ammunition policies and procedures , which are not delegated to the SMCA in this issuance.

c. Designate offices to coordinate implementation of SMCA operational responsibilities.

d. Develop and publish their implementing policies and procedures for joint conventional ammunition in accordance with this issuance.

## **2.5. SECRETARY OF THE ARMY.**

In addition to the responsibilities in Paragraphs 2.3. and 2.4., the Secretary of the Army:

a. Executes the SMCA mission within the DoD. The Secretary of the Army may delegate, within the Army, authority for execution of the responsibilities outlined in this issuance. As the SMCA, the Secretary:

(1) Minimizes U.S. Government-owned ammunition production assets to the maximum extent feasible.

(2) Maintains a base of U.S. Government-owned facilities, when private investment is inadequate or unavailable, for industries and material capacities determined essential to defense production as a hedge against critical material shortages.

(3) In coordination with the other DoD Component heads:

(a) Develops and maintains processes for measuring the effectiveness of the mission functions listed in Section 3.

(b) Improves processes for carrying out the functions listed in this issuance.

(4) Centrally manages and funds demilitarizing and disposing conventional ammunition in the SMCA resource, recovery, and disposition account.

b. Maintains and updates the SMCA charter, in coordination with the other Secretaries of the Military Departments, to be approved by the USD(A&S). The charter will establish the manner in which the responsibilities and authorities assigned to the SMCA will be executed.

c. Designates a general officer or civilian equivalent as the individual with the authority for executing the responsibilities and the functions of the SMCA, with responsibilities outlined in Section 3.

d. Designates a general officer or civilian equivalent as the Executive Director for Conventional Ammunition (EDCA). The EDCA is responsible for overseeing the SMCA mission and reporting SMCA status, actions, and recommendations to the SMCA, USD(A&S) and general officer or civilian equivalent designated in Paragraph 2.5.c.

## SECTION 3: PROCEDURES

### 3.1. MISSION FUNCTIONS.

The SMCA, Military Services, and USSOCOM will perform the mission functions as described in this section.

### 3.2. RESEARCH, DEVELOPMENT, TEST, AND EVALUATION (RDT&E) AND TRANSITION.

#### a. RDT&E.

##### (1) SMCA.

The SMCA:

(a) Coordinates with the Military Services or USSOCOM within RDT&E phase on engineering and manufacturing development (6.5 programs as defined in Chapter 5 of Volume 2B of DoD 7000.14-R) and higher efforts on SMCA-assigned conventional ammunition to:

1. Obtain information on the progress of conventional ammunition development programs.

2. Provide SMCA conventional ammunition logistics and production base requirements and plans for inclusion in the Military Services or USSOCOM's short- and long-range systems planning.

3. Provide to the Military Services or USSOCOM SMCA-related acquisition or conventional ammunition production base issues for presentation to the milestone decision authority.

(b) Provides fabrication of developmental conventional ammunition in support of the RDT&E phase upon request of the Military Services or USSOCOM, with agreed schedules and resources provided by the Military Services or USSOCOM.

##### (2) Military Services and USSOCOM.

The Military Services and USSOCOM:

(a) Coordinate with the SMCA throughout the RDT&E phase on SMCA-assigned conventional ammunition to:

1. Annually provide the SMCA information on the progress of conventional ammunition development programs.



2. Include SMCA conventional ammunition logistics and production base requirements and plans in short- and long-range systems planning.

3. Present SMCA-related issues to the milestone decision authority, as those issues relate to acquisition of assigned conventional ammunition items or the conventional ammunition production base.

4. Ensure commonality is considered during the design of conventional ammunition.

(b) When appropriate, provide resources to the SMCA for fabrication of developmental conventional ammunition in support of RDT&E.

(c) Incorporate demilitarization and disposal design requirements into the systems engineering of munitions throughout the RDT&E phase, to ensure munitions designs are tailored to minimize cost of sustaining safe and environmentally compliant demilitarization.

1. Demilitarization plans and procedures must be developed, maintained, and in place during all phases of an item's design to ensure adequate procedures are available to demilitarization, and disposal personnel in the event of any early or unpredicted demilitarization of design versions of an item.

2. When practicable, munitions designs should use cost-effective recycling and reuse materials, components, and closed-disposal demilitarization methods.

3. Final disposition of new munitions by open burning or open detonation will only be considered when a safe, environmentally compliant, and proven alternative, such as a contained burn facility, is not available or suitable.

(d) Retain responsibility for the RDT&E of conventional ammunition developed by the individual Military Service or USSOCOM, including fabrication, testing, and evaluation of any developmental conventional ammunition fabricated by the SMCA.

**b. Transition.**

**(1) SMCA.**

The SMCA:

(a) Participates with the Military Services and USSOCOM in the transition of SMCA-assigned conventional ammunition.

(b) Prepares an annual transition plan that identifies the transitioning of SMCA-assigned items to the SMCA.

**(2) Military Services and USSOCOM.**

The Military Services and USSOCOM:

- (a) Annually identify SMCA plans for transitioning of all SMCA-assigned items not yet transitioned.
- (b) Prepare transition plans in coordination with the SMCA.
- (c) Transition SMCA-assigned items to the SMCA to accommodate procurement and logistics support functions.
- (d) Transition procurement once the Military Service has demonstrated the technical data package is mature and stable. As an exception, and with notification to the EDCA, the Military Services or USSOCOM may retain the procurement function in those cases where the full value and efficiencies of the SMCA may not be immediately realized.
- (e) Upon agreement between the SMCA and either the Military Services or USSOCOM, transition Military Service and USSOCOM-retained items to the SMCA.
- (f) Retain responsibility for planning, programming, budget, technical, and schedule requirements for programs. The SMCA is responsible for managing cost schedule and performance of programs to meet Service or USSOCOM requirements.

### **3.3. PRODUCTION BASE.**

#### **a. SMCA.**

The SMCA:

- (1) Leads in the development and publication of an overarching conventional ammunition industrial base strategic plan, that supports Service and USSOCOM conventional ammunition requirements as reflected in the Future Years Defense Program (FYDP).
- (2) Plans for an optimum production base through the overarching conventional ammunition industrial base strategic plan, and prioritizes available production base support resources to effectively meet Service and USSOCOM conventional ammunition requirements. Annually identifies and prioritizes production base deficiencies and formulates corrective actions to mitigate those deficiencies by:
  - (a) Identifying and incorporating new and more efficient production technologies.
  - (b) Conducting industrial preparedness planning and providing production base information and results to the Military Services and USSOCOM.
  - (c) Coordinating with the Military Services and USSOCOM on the status of the production base as significant changes are planned or occur.
- (3) Communicates with the Military Services and USSOCOM on establishment and retention of the ammunition production base. All costs associated with the production base will

be reflected in product or unit prices, to the maximum extent possible and except as otherwise provided by law.

(a) When there is valid justification for investing, retaining, and maintaining government property, ensure that resource requirements are developed and submitted in accordance with established financial management regulations, and Army guidance for inclusion in the program objective memorandum for applicable target program years. Also executes the direct appropriations for production base support program (provision of industrial facilities (PIF), layaway of industrial facilities (LIF), and maintenance of inactive facilities) for munitions production base support projects.

1. Volume 2B, Chapter 4 of DoD 7000.14-R provides specific guidance for PIF, maintenance of inactive facilities, and LIF.

2. Volume 2B, Chapter 6 of DoD 7000.14-R, provides guidance for facility production projects requiring military construction.

3. Volume 11B, Chapter 58 of DoD 7000.14-R, provides guidance for projects requiring capital investment program funding.

(b) Each facility production project will be validated on a case-by-case basis, including but not limited to policy, funding constraints, and environmental impacts.

1. Facility production projects at government-owned, contractor-operated facilities or contractor-owned, contractor-operated facilities will be funded by the hardware end-item budget line unit cost or the PIF program.

2. Facility production projects at government-owned, government-operated facilities can be funded by the hardware end-item budget line unit cost, operation and maintenance, Army-sustainment restoration and modernization, military construction, or capital investment program funds.

3. Converting facilities from production to long-term care and preservation at government-owned, government operated facilities, government-owned, contractor-operated facilities, and contractor-owned, contractor-operated facilities is funded by the LIF program. The maintenance of inactive facilities program funds those costs associated with maintaining approved LIF projects.

(4) Serves as the technical advisor to the Joint Materiel Priorities and Allocation Board on matters related to assigned conventional ammunition.

(5) Prioritizes and allocates industrial base capability and capacity when either is insufficient to meet production requirements.

#### **b. Military Services and USSOCOM.**

The Military Services and USSOCOM:

(1) Retain responsibility for determination of FYDP conventional ammunition requirements, and ensures those requirements are conveyed to the SMCA annually upon release of the appropriate year's munitions requirements process results. The requirements include non-SMCA-assigned items using the same production capabilities as SMCA items.

(2) Provide support in development of the overarching conventional ammunition industrial base strategic plan.

(3) Should use existing SMCA capabilities for the benefit of economies of scale or retention of capabilities when they meet Service or USSOCOM requirements.

(4) Communicate with the SMCA when there may be a requirement to modify or establish new or additional production capability or capacity (e.g., a large increase or decrease in requirements) in the government-owned production base.

(5) Plan, program, budget, and fund facility production projects within the hardware budget line unit cost in support of SMCA-assigned ammunition items when PIF, capital investment program, military construction, restoration, or modernization cannot be used.

(6) Provide industrial preparedness planning information to the SMCA relative to items unique to a Military Service or USSOCOM that use common facilities or producers used by the SMCA, to the maximum extent possible. This enhances the development of an overarching industrial base strategic plan.

### **3.4. ACQUISITION.**

#### **a. SMCA.**

The SMCA:

(1) Complies with, and manages, the implementation of Section 806 of Public Law 105-261, also known as the "Strom Thurmond National Defense Authorization Act for Fiscal Year 1999," which provides that the SCMA will have the authority to restrict the procurement of conventional ammunition to sources within the national technology and industrial base, in accordance with the authority in Section 2304(c) of Title 10, United States Code, to maintain compliance with Subpart 207.103(h) of the Defense Federal Acquisition Regulation Supplement.

(2) Complies with the policies and procedures as described in DoDD 5000.01 and DoD Instruction 5000.02.

(3) Prepares, with assistance from the Military Services and USSOCOM, advanced acquisition plans for SMCA-acquired conventional ammunition. When dealing with recent or pending transitioned items, the advanced acquisition plan will be based upon Service and USSOCOM-approved acquisition plans.

(4) Acquires conventional ammunition, upon receipt of funded programs, to meet Military Service and USSOCOM requirements.

(5) Provides contract services and other technical support during the acquisition of SMCA-assigned conventional ammunition.

(6) Provides advice to the Military Services and USSOCOM during preparation of the FYDP.

(7) Conducts periodic reviews and provides access to financial and logistics information monitoring the status of Military Service or USSOCOM orders, and evaluating overall trends and activity.

(8) Comments on Military Service or USSOCOM conventional ammunition acquisition plans and prepares, with the assistance of the Military Services or USSOCOM, a budget ammunition module for use by the Military Services, USSOCOM, and the OSD staff. The budget ammunition module should be available to coincide with the budget submission requirements of the DoD Planning, Programming, Budgeting, and Execution process.

(9) Notifies the Military Services and USSOCOM of management actions that may impact the execution of funds and timely completion of orders.

#### **b. Military Services and USSOCOM.**

The Military Services and USSOCOM:

(1) Submit all procurements of conventional ammunition to the SMCA for concurrence, and a potential Section 806 determination that limitation of a specific procurement of ammunition to sources within the national technology and industrial base is necessary to maintain a facility, producer, manufacturer, or other supplier available for furnishing an essential item of ammunition or ammunition component in cases of national emergency or to achieve industrial mobilization, in compliance with Section 806 of Public Law 105-261 and Subpart 207.103(h) of the Defense Federal Acquisition Regulation Supplement. This includes both SMCA-assigned and non-SMCA-assigned ammunition items.

(2) Comply with the policies and procedures as described in DoDD 5000.01 and DoD Instruction 5000.02.

(3) Obtain SMCA advice in the preparation of the Military Services' or USSOCOM's FYDP to optimize procurement and production order sizes, work-loading, and delivery schedules for achieving efficiencies and economies.

(4) SMCA-assigned items that have transitioned to the SMCA for procurement should be acquired by the SMCA. As an exception, and with notification to the EDCA, the Military Services or USSOCOM may execute the procurement function in those cases where the full value and efficiencies of the SMCA may not be immediately realized.

(5) Provide the following for SMCA-acquired conventional ammunition:

(a) Technical definition (e.g., technical data packages, performance specification) to the SMCA to support Service or USSOCOM conventional ammunition requirements.

(b) Approved conventional ammunition procurement funds (appropriated or under continuing resolution authority) by forwarding appropriate funding authorization documents to the SMCA to support annual acquisitions within 80 days of signature of appropriation law.

(c) Notification to the SMCA to support the funded reimbursement authority request, concurrent with development of supplemental or bridge program.

(d) Delivery information.

(e) Any Service and USSOCOM-unique requirements (e.g., special quality requirements, packaging).

(6) Consider the overarching conventional ammunition industrial base strategic plan in Service or USSOCOM acquisition strategies and plans.

(7) Identify to the SMCA and other Military Services, as delineated in DoD Manual (DoDM) 4140.01, any excess items in the Service inventory for applying assets to other Service or USSOCOM requirements to preclude unnecessary procurements.

(8) Provide planning, programming, and budgetary data and information to the SMCA for forecasting and planning support activities and development of the budget ammunition module.

(9) Participate in semi-annual SMCA reviews of financial and logistics information.

### **3.5. SUPPLY.**

#### **a. SMCA.**

The SMCA:

(1) Provides the specific care of stock in storage and accountability functions for assigned conventional ammunition stored at SMCA-managed facilities, in accordance with DoDM 4140.01. Responsibility for custodial accountability for assigned conventional ammunition is stored at SMCA activities. The SMCA is relieved of custodial accountability on receipt by the Military Service or USSOCOM-accountable officer, but is responsible for:

(a) As required by the Military Services or USSOCOM, reporting the status of assigned Service or USSOCOM-owned assets.

(b) Performing physical inventories in accordance with DoDM 5100.76.

(c) Conducting recurring accountable property system of record inventory reconciliations with the Military Services total item property records.

(2) Operates SMCA-managed installations and facilities to support Service and USSOCOM conventional ammunition wholesale stockpiles.

(3) Maintains a wholesale distribution system for meeting projected Service and USSOCOM needs.

(4) Issues wholesale stocks based on Service or USSOCOM requirements.

(5) Manages and invests in integrated logistics functions that support conventional ammunition responsibilities.

**b. Military Services and USSOCOM.**

The Military Services and USSOCOM:

(1) Provide time-phased force deployment data to the SMCA.

(2) Provide forecasts for receipt, storage, and issue requirements in sufficient time for inclusion in the Army budget.

(3) Conduct recurring total item property records and storage activity accountable property system of record inventory reconciliations.

**3.6. MAINTENANCE.**

**a. SMCA.**

The SMCA:

(1) Manages the maintenance of wholesale conventional ammunition in support of the SMCA mission.

(2) Funds (on a non-reimbursable basis) and performs maintenance on SMCA-assigned conventional ammunition, deteriorating from a serviceable condition to an unserviceable condition due to improper storage and handling conditions while in SMCA-managed facilities.

(3) Develops, acquires, and maintains conventional ammunition peculiar equipment required for the surveillance, maintenance, and demilitarization of conventional ammunition at SMCA-managed facilities on a non-reimbursable basis.

(4) Performs maintenance, on a reimbursable basis, for those items identified in Paragraph 3.5.b of this issuance.

(5) Manages installations and facilities performing maintenance in support of the SMCA mission.

(6) Conducts periodic reviews and provides access to financial and logistics information monitoring the status of Service or USSOCOM maintenance orders, and evaluates the overall conventional ammunition maintenance trends and activity.

**b. Military Services and USSOCOM.**

The Military Services and USSOCOM:

- (1) Prioritize condition code “E” unserviceable (limited restoration) and “F” unserviceable (reparable) assets requiring maintenance.
- (2) Provide funding and scope of work for reimbursable maintenance programs performed by the SMCA.

**3.7. DEMILITARIZATION AND DISPOSAL.**

**a. SMCA.**

The SMCA:

- (1) Demilitarizes and disposes of all conventional ammunition, including non-SMCA-managed items, for which capability, technology, and facilities exist to complete demilitarization and disposal.
  - (a) The SMCA must accept these items into the demilitarization stockpile with appropriate physical and chemical technical data necessary to ensure environmentally compliant and safe demilitarization operations.
  - (b) In the event that this chemical and physical data is not available, the requirement will be addressed through the responsible Service to plan, program, and budget for a demilitarization and disposal program, that will include sufficient physical and chemical information to ensure protection of human health and the environment during the transport, storage, and handling of stocks in the SMCA resource recovery and disposition account.
- (2) Plans, programs, budgets, and funds a joint-Service research and development program for developing the capacity where capability, technology, and facilities do not exist.
- (3) Acquires equipment and facilities required for demilitarizing and disposing of conventional ammunition at SMCA-managed facilities on a non-reimbursable basis.
- (4) Develops an annual comprehensive demilitarization and disposal plan.
- (5) Reports costs for demilitarization stockpile disposal in accordance with DoDIG-2018-052, to include savings via transfers to other government agencies.
- (6) Serves as the authorized military official (AMO) or the DoD-designated disposition authority (DDA) for managing waste military munitions (WMM) in accordance with Part 266, Subpart M of Title 40, Code of Federal Regulations. Coordinates WMM determinations and actions with Service- and USSOCOM-level AMOs or DDAs.



## **b. Military Services and USSOCOM.**

The Military Services and USSOCOM:

- (1) Provide demilitarization and disposal plans with technology requirements for Service- and USSOCOM-developed items.
- (2) Provide an annual 5-year forecast of conventional ammunition generations into the SMCA's resource recovery and disposition account to support the development of the SMCA demilitarization and disposal plan.
- (3) Fund the movement of assets from retail sites to sites specified by the SMCA for demilitarization and disposition and coordinate these shipments with the receiving sites.
- (4) Report costs for demilitarization stockpile disposal per DoDIG-2018-052, to include savings via transfers to other government agencies.
- (5) Provide technical data for supporting demilitarization and disposal operations and a joint-Service research and development program.
- (6) Coordinate with the SMCA AMO and DDA before transferring assets to the SMCA resource recovery and disposition account.
- (7) Provide Service and USSOCOM-level AMOs and DDAs for managing WMM in accordance with Part 266, Subpart M of Title 40, Code of Federal Regulations. Coordinates WMM actions with the DoD AMO or DDA.

## **3.8. QUALITY ASSURANCE.**

### **a. SMCA.**

The SMCA:

- (1) Manages and executes the quality assurance programs established by the Military Services or USSOCOM in SMCA procurements and Service- and USSOCOM-funded maintenance programs. Works toward common quality assurance requirements. When necessary, incorporates Service- and USSOCOM-unique quality assurance requirements into contracts.
- (2) Manages a quality assurance program during storage, maintenance, demilitarization, and disposal of wholesale conventional ammunition. The quality assurance program will be uniform for all the Military Services and USSOCOM. When variances occur, works with the Military Services or USSOCOM for determining, implementing, and disseminating the best quality assurance practices.
- (3) Analyzes, manages, and executes ammunition production base modernization and improvement requirements established by the Military Services through SMCA procurements or

Service funded improvement programs. Pursues development and deployment of advanced, state-of-the-art production equipment, processes, and infrastructure requirements. When necessary, incorporates industry and Service-unique industrial and supply chain improvement requirements into contracts.

**b. Military Services and USSOCOM.**

The Military Services and USSOCOM:

- (1) Establish and maintain life-cycle quality assurance programs for conventional ammunition developed by the Military Services or USSOCOM.
- (2) Work toward common quality assurance requirements. When necessary, identify Service- and USSOCOM-unique quality assurance requirements to the SMCA.
- (3) Collaborate with the SMCA to determine the best quality assurance practices for SMCA procuring, maintaining, or storing conventional ammunition.

**3.9. TECHNICAL DATA AND CONFIGURATION MANAGEMENT AND CONTROL.**

**a. SMCA.**

The SMCA:

- (1) Establishes and maintains configuration controls for SMCA-assigned conventional ammunition that complement Service or USSOCOM life-cycle configuration management programs, and provides participation by the Military Services or USSOCOM.
- (2) Maintains the conventional ammunition data card repository for SMCA-assigned conventional ammunition. Ensures interim or final hazardous classification for non-standard Service or USSOCOM items are provided with the data package.
- (3) Monitors configuration controls for common components or materials, and provides coordination with the Military Services or USSOCOM.
- (4) Requests a procurement data package from the Military Services or USSOCOM when the item will be acquired by the SMCA.

**b. Military Services and USSOCOM.**

The Military Services and USSOCOM:

- (1) Retain overall configuration management and control for conventional ammunition developed by the Military Services or USSOCOM.
- (2) Establish and maintain a life-cycle configuration management program that provides participation by the SMCA, when required.

(3) Provide the SMCA technical definitions (e.g., technical data packages, performance specifications), characterization data, and subject matter experts to support conventional ammunition developed by the Military Services or USSOCOM. Technical definitions support SMCA requirements for procurement, production, storage, maintenance, demilitarization, or disposal in time to allow the SMCA to plan and execute the SMCA program.

(4) Make technical information available to other Military Services and USSOCOM, as requested.

(5) Actively participate in SMCA-led configuration control boards.

### **3.10. TRANSPORTATION AND HANDLING.**

#### **a. SMCA.**

The SMCA:

(1) Coordinates with the Joint Munitions Transportation Coordinating Activity for performing duties, as delineated in Part II of the Defense Transportation Regulation 4500.9-R, so that the Joint Munitions Transportation Coordinating Activity can provide decision makers with advance planning visibility.

(2) Provides transportation and handling management, and control for wholesale conventional ammunition to:

(a) Develop and implement safe, secure, and efficient transportation and handling processes at SMCA-managed facilities.

(b) Coordinate with other Military Services to develop and execute integrated movement plans for meeting peacetime and contingency movement requirements.

(3) Coordinates movement to the point of receipt by continental United States retail customers, or to the port of embarkation for overseas shipments, in conjunction with other Military Services. In doing so:

(a) Maintains accountability and visibility of assets in transit in accordance with DoDM 4140.01.

(b) Provides in-transit information to respective Military Services or USSOCOM as appropriate when fulfilling shipments from wholesale locations.

(4) Coordinates policy development with the Defense Packaging Policy Group and the Defense Hazardous Materials Packaging Working Group.

(5) Plans for and maintains a transportation and handling capability to meet projected contingency requirements.

**b. Military Services and USSOCOM.**

The Military Services and USSOCOM:

- (1) Provide planning and movement information and instructions to the SMCA as required for the transportation of Service or USSOCOM assets.
- (2) Fund transportation of conventional ammunition movements submitted to the SMCA.
- (3) Provide material receipt acknowledgement, in accordance with Defense Logistics Management Standards 4000.25-2, to SMCA upon receipt of items shipped by SMCA on behalf of the Military Service or USSOCOM.

**3.11. SAFETY.**

**a. SMCA.**

The SMCA:

- (1) Maintains a uniform process for handling hazardous materials. Included in the process is the use of DD Form 2357, “Hazardous Component Safety Data Statement (HCSDS),” and DD Form 2271, “Decontamination Tag,” located at [https://www.esd.whs.mil/Directives/issuance\\_process/supporting\\_documents/](https://www.esd.whs.mil/Directives/issuance_process/supporting_documents/)
- (2) Serves as a technical advisor to the DoD Explosives Safety Board on assigned conventional ammunition and associated processes.
- (3) Ensures development, refinement, and adherence of safety standards in the conduct of the SMCA mission.
- (4) Coordinates with the U.S. Army Technical Center for Explosives Safety to maintain the explosives accident database.

**b. Military Services and USSOCOM.**

The Military Services and USSOCOM:

- (1) Provide hazardous component safety data to the SMCA for conventional ammunition developed by the Military Services or USSOCOM and procured through the SMCA.
- (2) Participate in the development and refinement of safety standards necessary for facilitating safe conventional ammunition and explosives operations.
- (3) Provide SMCA with results of investigations regarding explosives-related mishaps.

### **3.12. SECURITY.**

#### **a. SMCA.**

The SMCA:

(1) Provides physical security for conventional ammunition in the wholesale supply system under guidance provided in DoDM 5100.76.

(2) Provides physical security and protection of facilities under guidance provided in DoDM 5100.76.

#### **b. Military Services and USSOCOM.**

The Military Services and USSOCOM provide the SMCA the security requirements for conventional ammunition.

### **3.13. FINANCIAL MANAGEMENT AND PLANNING, PROGRAMMING, BUDGETING, AND EXECUTION.**

#### **a. SMCA.**

The SMCA:

(1) Plans, programs, budgets, and executes resources (manpower and funds) required for all assigned responsibilities and functions identified in this issuance.

(2) Ensures that resources identified in this issuance for the SMCA mission are separately and visibly described in the Department of the Army's FYDP, and budgets exhibits for the DoD planning, programming, and budget system.

(3) Manages, operates, and maintains a financial management system for assigned functions and responsibilities identified in this issuance.

(4) Provides to the Military Services and USSOCOM:

(a) Web access to view status of open procurement orders.

(b) Timely information of expected costs to complete orders.

(c) Recommended justification for full release of SMCA funds in the event of a continuing resolution authority.

#### **b. Military Services and USSOCOM.**

The Military Services and USSOCOM:

(1) Plan, program, and budget for conventional ammunition procurement, retained conventional ammunition functions, and support to the SMCA, as provided for in this issuance.

(2) Provide updates to the SMCA for funding changes to allow the other Military Services and USSOCOM to program and budget accordingly.

### **3.14. IMPLEMENTING REGULATIONS, ASSESSMENT AND OVERSIGHT.**

#### **a. SMCA.**

The SMCA:

(1) Staffs proposed changes to this issuance with the Military Services and USSOCOM and forwards those recommended changes to the USD(A&S) for approval.

(2) Communicates, coordinates, and collaborates with the Military Services and USSOCOM for matters affecting accomplishment of the SMCA mission.

(3) Develops and maintains, in coordination with the Military Services and USSOCOM, a process for measuring effectiveness and implementing process improvements of the mission functions in this issuance.

(4) When requested, provides a meeting venue and administrative support for routine JOCG meetings. During these meetings, the JOCG identifies, recommends, or implements joint opportunities to reduce cost, increase effectiveness, and ensure interoperability or interchangeability of munitions systems.

#### **b. Military Services and USSOCOM.**

The Military Services and USSOCOM:

(1) Coordinate and support the SMCA in its effort to successfully accomplish the SMCA mission.

(2) Participate in the process described in Paragraph 3.14.a.(3).

(3) Provide JOCG representatives.

### **3.15. PERSONNEL AND UNIT TRAINING.**

#### **a. SMCA.**

The SMCA:

(1) Supports and advocates the Defense Ammunition School operated by the U.S. Army Defense Ammunition Center and U.S. Army Technical Center for Explosives Safety for providing education and training for ammunition careerists, explosives safety specialists, and

military personnel. Training supports Military Service training policies and formal certification programs.

(2) Ensures training of civilian and military personnel will be conducted in accordance with the joint conventional ammunition policies and procedures and Service education and training policies.

**b. Military Services and USSOCOM.**

The Military Services and USSOCOM:

(1) Provide projected training requirements to U.S. Army Defense Ammunition Center and U.S. Army Technical Center for Explosives Safety for planning of course content and scheduling, to accommodate the training needs of the Military Services for ammunition logistics and explosive safety.

(2) Coordinate with the Army's Executive Director for Explosives Safety to ensure resources and student quotas meet Service training certification requirements.

**3.16. SECURITY ASSISTANCE.**

**a. SMCA.**

The SMCA:

(1) Coordinates with Service and USSOCOM security assistance management element for supporting security assistance mission duties, as delineated in DoDD 5105.65, and provides program support to the security assistance mission requirements.

(2) Coordinates with the requesting Service or USSOCOM security assistance management element, in preparation of the price and availability for the letter of offer and acceptance to the foreign military customer.

**b. Military Services and USSOCOM.**

The Military Services and USSOCOM comply with the provisions of Part 266, Subpart M of Title 40, Code of Federal Regulations when performing the mission functions delineated in this issuance. This includes, but is not limited to, providing information for developing the price and availability for the letter of offer and acceptance to the foreign military customer. The Military Services and USSOCOM should provide complete financial support for executing security assistance efforts.

## GLOSSARY

### G.1. ACRONYMS.

ACRONYM	MEANING
AMO	authorized military official
DDA	designated disposition authority
DoDD	DoD directive
DoDM	DoD manual
EDCA	Executive Director for Conventional Ammunition
FYDP	Future Years Defense Program
JOCG	Joint Ordnance Commanders Group
LIF	layaway of industrial facilities
PIF	provision of industrial facilities
RDT&E	research, development, test, and evaluation
SMCA	single manager for conventional ammunition
USD(A&S)	Under Secretary of Defense for Acquisition and Sustainment
USSOCOM	United States Special Operations Command
WMM	waste military munitions

### G.2. DEFINITIONS.

These terms and their definitions are for the purpose of this issuance.

TERM	DEFINITION
<b>conventional ammunition</b>	An end item, complete round, or materiel component charged with explosives, propellants, pyrotechnics, or initiating composition for use in connection with defense or offense (including demolitions) as well as ammunition used for training, ceremonial, or non-operational purposes. This includes inert devices that replicate live ammunition, commonly referred to as dummy ammunition, which contain no explosive materials.



**TERM**

**DEFINITION**

**conventional  
ammunition  
management**

Conventional ammunition management responsibilities are defined and partitioned as:

These items and other ammunition, explosives, and components not specifically excluded in this definition are assigned for management by the SMCA. All items will include components, such as explosives, propellants, chemical agents, cartridges, propelling charges, projectiles, warheads (with various fillers such as high explosive, illuminating, incendiary, anti-materiel, and anti-personnel), fuzes, boosters, and safe and arm devices in bulk, combination, or separately packaged items of issue for complete round assembly.

Small arms, mortar, automatic cannon, artillery, and ship gun ammunition.

Bombs (cluster, fuel air explosive, general purpose, and incendiary).

Unguided rockets, projectiles, and submunitions.

Chemical ammunition, as permitted by the Organization for the Prohibition of Chemical Weapons Convention with various fillers (incendiary, riot control for permitted use, smoke, burster igniters, peptizers, and thickeners for flame fuel).

Land mines (ground-to-ground and air-to-ground delivered).

Demolition materiel.

Grenades.

Flares and pyrotechnics.

Related ammunition containers and packaging materials.

These items are retained for management by the Military Departments and USSOCOM:

Guided projectiles, rockets, missiles, and submunitions.

Naval mines, torpedoes, and depth charges.

Cartridge and propellant-actuated devices.

<b>TERM</b>	<b>DEFINITION</b>
	Chaff and chaff dispensers.
	Guidance kits for bombs and other ammunition.
	Swimmer weapons.
	Explosive ordnance disposal tools and equipment.
	Related ammunition containers and packaging materials.
<b>production base</b>	The total privately owned and government-owned industrial production capacity available to manufacture items required by the Military Services. The production base together with the maintenance base comprises the industrial base.
<b>wholesale supply</b>	The highest level of organized DoD supply maintained for resupplying the retail levels of supply, including assets in transit between wholesale and retail.

## REFERENCES

- Code of Federal Regulations, Title 40
- Defense Federal Acquisition Regulation Supplement, Part 207, Subpart 207.103(h), “Agency-Head Responsibilities,” April 13, 2018, as amended
- Defense Logistics Management Standards 4000.25-2, “Military Standard Transaction Reporting and Accountability Procedures (MILSTRAP),” current edition
- Defense Transportation Regulation 4500.9-R, Part II, “Cargo Movement,” May 2014
- DoD 7000.14-R, Volume 2B “Department of Defense Financial Management Policy: Budget Formulation and Presentation,” current edition
- DoD 7000.14-R, Volume 11B, “Department of Defense Financial Management Policy: Reimbursable Operations Policy - Working Capital Funds,” current edition
- DoD Directive 5000.01, “The Defense Acquisition System,” September 9, 2020
- DoD Directive 5105.65, “Defense Security Cooperation Agency (DSCA),” October 26, 2012
- DoD Directive 5135.02, “Under Secretary of Defense for Acquisition and Sustainment (USD(A&S)),” July 15, 2020
- Department of Defense Office of Inspector General, DoDIG-2018-052, “The Army Demilitarization Program,” December 19, 2017
- DoD Instruction 5000.02, “Operation of the Adaptive Acquisition Framework,” January 23, 2020
- DoD Manual 4140.01, “DoD Supply Chain Materiel Management Procedures,” date varies by volume
- DoD Manual 5100.76, “Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives (AA&E),” April 17, 2012, as amended
- Organization for the Prohibition of Chemical Weapons, “Convention on the Prohibition of the Development, Production, Stockpiling and Use of Chemical Weapons and on Their Destruction,” ratified April 24, 1997<sup>1</sup>
- Public Law 105-261, Section 806, “Strom Thurmond National Defense Authorization Act for Fiscal Year 1999,” October 17, 1998
- United States Code, Title 10, Section 2304(c)

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<sup>1</sup> Available through the Internet at [http://www.opcw.org/html/db/cwc/eng/cwc\\_menu.html](http://www.opcw.org/html/db/cwc/eng/cwc_menu.html)