DoD MANUAL 4140.70

DoD SUPPLY CHAIN MATERIEL MANAGEMENT
PROCEDURES FOR STORAGE AND MATERIAL HANDLING

Originating Component: Office of the Under Secretary of Defense for Acquisition, Technology, and Logistics

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Approved by: Kristin French, Principal Deputy Assistant Secretary of Defense for Logistics and Materiel Readiness

Purpose: In accordance with the authority in DoD Directive 5134.12 and DoD Instruction (DoDI) 4140.01, this issuance implements policy, assigns responsibilities, and provides DoD supply chain materiel management procedures for storage and material handling. This issuance:

- Implements uniform storage and material handling requirements and procedures for DoD activities in accordance with Volumes 5 and 9 of DoD Manual (DoDM) 4140.01.

- Provides standardized techniques and procedures to manage storage space.

- Provides guidelines for the selection and movement of materiel through distribution operations and subsequent delivery to the carrier.

- Designates the Director, Defense Logistics Agency (DLA), as the DoD Storage Space Reporting Administrator (SSRA).
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SECTION 1: GENERAL ISSUANCE INFORMATION

1.1. APPLICABILITY. This manual applies to OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within DoD (referred to collectively in this issuance as the “DoD Components”).

1.2. INFORMATION COLLECTIONS. DD Form 805, “Storage Space Management Report,” referred to in Paragraphs 2.3.i. and 4.1., of this issuance, has been assigned report control symbol DD-AT&L(SA)1337 in accordance with the procedures in Volume 1 of DoD Manual 8910.01. The expiration date of this information collection is listed in the DoD Information Collections System at https://eitsdext.osd.mil/sites/dodiic/Pages/default.aspx.
SECTION 2: RESPONSIBILITIES

2.1. ASSISTANT SECRETARY OF DEFENSE FOR LOGISTICS AND MATERIEL READINESS (ASD(L&M)). Under the authority, direction, and control of the Under Secretary of Defense for Acquisition, Technology, and Logistics, the ASD(L&M):

   a. Designates the Director, DLA as the DoD SSRA.

   b. Reviews and approves coordinated recommendations on changes to the use of DoD storage assets to optimize utilization of facility space.

   c. Oversees the incorporation of new technologies and procedures into DoD policy to improve storage and material handling throughout DoD.

2.2. DIRECTOR, DLA. Under the authority, direction, and control of the Under Secretary of Defense for Acquisition, Logistics, and Technology, and through the ASD(L&M), the Director, DLA, in addition to the responsibilities in Paragraph 2.3., and as the DoD SSRA:

   a. Maintains a uniform, accurate storage space inventory and utilization reporting system.

   b. Receives and consolidates the DoD storage space management report received from the DoD Components in accordance with Section 4.

   c. Uses the results of the DoD storage space management report to coordinate changes with the DoD Components that will optimize utilization of facility space. Provides a coordinated recommendation on system improvements to the ASD(L&M).

   d. Reviews all requests and responses on the availability of DoD storage space and recommends changes or improvements to the ASD(L&M).

   e. Assists DoD Components with plans, designs, and requirements for storage space, as requested.

2.3. DOD COMPONENT HEADS. The DoD Component heads:

   a. Use the appropriate storage space to:

      (1) Effectively protect and preserve DoD materiel in accordance with DLAI 4145.4/AR740-3/AFMAN23-125(IP)/NAVSUPINST 4400.100/MCO 4450.15A.

      (2) Maintain the existing condition of DoD materiel without deterioration due to exposure to the elements in accordance with the item specifications in DoDM 4100.39.

      (3) Maintain accountability of materiel in accordance with Volume 5 of DoDM 4140.01 and DoDI 5000.64.
(4) Minimize the facility space used to store materiel.

b. Foster optimum use of DoD owned storage space.

c. Identify future peacetime and contingency storage requirements.

d. Assign item type storage codes for all national stock numbers to identify materiel storage requirements.

e. Diagram and maintain planographs to reflect uses of storage space

f. Re-warehouse materiel as needed to utilize the minimum sized location required to maximize space utilization.

g. Maintain a uniform, accurate record of storage space inventory and utilization.

h. Establish and maintain a standardized location identification method for all materiel in storage.

i. Submit the DD Form 805 in accordance with Section 4 of this manual.

j. Coordinate with DoD SSRA on plans, designs, and requirements for storage space.
SECTION 3: MATERIEL STORAGE

3.1. STORAGE FACILITIES.

a. Storage Space. In accordance with the procedures in TM 38-400/NAVSUP Pub 572/AFJMAN 23-210/MCO 4450.14/DLAM 4145.12, the DoD Components will:

(1) Measure all storage space used for the physical storage of materiel.

(2) Calculate the total gross space for storage operations in square feet.

(3) Determine the net storage space that is occupied and vacant. Measure:

   (a) Open storage space: measure the length and width of any storage space without a roof, improved and unimproved.

   (b) Covered storage space within any roofed structure, divided into warehouse space and non-warehouse facilities.

(4) Develop a planograph for each warehouse space that shows the division or subdivision of space with:

   (a) A complete and current scaled drawing showing the actual manner in which the gross space within a storage area is used.

   (b) The storage, receiving, and shipping areas; main and cross aisles; fire aisles; walls, stairwells, and ramps; columns; elevators; offices; fire doors, personnel doors, and cargo doors; electrical panels; fire extinguisher bottle locations; battery charging areas; break areas; operations areas; and washrooms.

   (c) The square footage of gross space, non-storage space, and the net space available for storage.

   (d) The floor plans or layouts with storage areas, storage operations and supporting areas, operational flows, operational equipment, work stations, columns, stairwells, elevator shafts, conveyers, offices, washrooms, doors, and other structural features, exits, and loading docks.

(5) Maintain records of net storage space in square and cubic feet.

b. Warehousing. The DoD Components will:

(1) Develop storage space reports from information obtained from planographs for each general supply warehouse section, shed, or open storage area.

(2) Use worksheets with scaled drawings of storage areas to determine potential vacant space and identify space available for storage.
(3) Determine and record the total attainable cubic feet of space available for the storage of materiel in accordance with the procedures in TM 38-400/NAVSUP Pub 572/AFJMAN 23-210/MCO 4450.14/DLAM 4145.12.

(4) Maintain records of storage space utilization with storage space worksheets and planographs.

3.2. SPECIALIZED STORAGE. In accordance with Volume 5 of DoDM 4140.01, DoD 5100.76-M, and DLAR 4145.11/AR740-7/NAVSUPINST 4440.146C/MCO 4450.11A, the DoD Components will adequately safeguard and control critical safety items, controlled inventory items (i.e., classified, pilferable, and sensitive items including small arms and nuclear weapons-related materiel), hazardous material, and conventional arms, ammunition, and explosive materiel. The DoD Components will:

a. Establish special handling and controls for receipt, storage, and distribution.

b. Determine and establish storage requirements, inspection criteria, workload projections, materials handling equipment (MHE) requirements, and physical inventory controls.

c. Identify and document specialized handling and storage requirements upon delivery.

d. Inspect items upon receipt and document any visible discrepancies in accordance with Defense Logistics Manual 4000.25.

e. Offload, tally, and secure materiel in accordance with the special handling requirements specified for each item.

f. Mark all materiel or containers in accordance with Military Standard (MIL-STD) 129 and MIL-STD-130.

3.3. STORAGE LOCATION. DoD Components will establish a uniform storage location system with:

a. A centralized storage locator file.

b. A standardized location identification framework.

c. Mechanized and automated processing equipment, communications systems, and information technology equipment.

d. Separate item location systems for Class V storage.

e. Planographs, storage site data records, and locator inventory records.
3.4. **STOCK LOCATION.** The DoD Components will establish a stock location system to:

a. Maintain a locator record for each item stored with the stock number, condition code, unit of issue, and all locations where that item is stored. Enter additional data as needed based on current operations (e.g., noun or nomenclature, controlled inventory item codes, shelf-life codes, expiration dates, or lot numbers).

b. Maintain a stock locator file with records of receipts and issues.

c. Identify all additions, deletions, and changes to the locator file and the number of stock locator records for the same materiel.

d. Track and annotate location changes during re-warehousing moves to a new location or consolidation within a location.

e. Comply with audit readiness requirements for location of national stock numbered materiel.

3.5. **ANNUAL LOCATION VALIDATION.** In accordance with the procedures for record reconciliation, location reconciliation, and physical inventory control in Volume 5 of DoDM 4140.01 and Defense Logistics Manual 4000.25, the DoD Components will conduct an annual location validation in two phases.

a. **Phase One.** Physically verify the location of the assets in storage during the first phase. Conduct a physical verification of the location of the assets (not actual count) in storage to the recorded location data in the storage activity’s automated information system.

b. **Phase Two.** Conduct a location reconciliation (review and validate) of the storage activity records with the owner’s or manager’s records to ensure the records match. The phase two location reconciliation process is not required to establish a single shared asset balance record.

3.6. **CARE OF SUPPLIES IN STORAGE.** In accordance with Volume 2 of DoD Manual 4140.27, the DoD Components will:

a. Ensure the proper condition of materiel in storage with adequate packaging protection to prevent any degradation to lower condition codes.

b. Identify and record the condition of the items.

c. Store materiel in facilities that provide the protection identified by the item type storage code in accordance with MIL-STD-2073-1E. For item type storage codes that require humidity controlled facilities for protection, store materiel:

   (1) In areas where the outdoor relative humidity is above 50 percent for more than 50 percent of the total time items are in storage since the last measurement.
(2) By broad categories of materiel at the recommended percentage levels of relative humidity indicated in Table 1.

**Table 1. Recommended Relative Humidity (RH) for Broad Categories of Materiel**

<table>
<thead>
<tr>
<th>Materiel Categories</th>
<th>Percentage of RH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Metals</td>
<td>40–50</td>
</tr>
<tr>
<td>Plastics</td>
<td>Below 70</td>
</tr>
<tr>
<td>Paper</td>
<td>40–55</td>
</tr>
<tr>
<td>Wood</td>
<td>40–55</td>
</tr>
<tr>
<td>Textiles</td>
<td>40–55</td>
</tr>
<tr>
<td>Rubber</td>
<td>45–60</td>
</tr>
<tr>
<td>Leather</td>
<td>Below 70</td>
</tr>
<tr>
<td>Optics</td>
<td>Below 60</td>
</tr>
</tbody>
</table>

d. Store special commodities listed in Table 2 in accordance with the procedures in TM 38-400/NAVSUP Pub 572/AFJMAN 23-210/MCO 4450.14/DLAM 4145.12 and the item specifications assigned in accordance with DoDM 4100.39.

**Table 2. Special Commodities**

<table>
<thead>
<tr>
<th>Special Commodities</th>
</tr>
</thead>
<tbody>
<tr>
<td>abrasive or grinding wheels</td>
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<tr>
<td>ammunition and explosives</td>
</tr>
<tr>
<td>batteries</td>
</tr>
<tr>
<td>brushes</td>
</tr>
<tr>
<td>cement</td>
</tr>
<tr>
<td>clay targets</td>
</tr>
<tr>
<td>clothing and textiles</td>
</tr>
<tr>
<td>electronic materiel</td>
</tr>
<tr>
<td>fiber rope</td>
</tr>
<tr>
<td>glass</td>
</tr>
<tr>
<td>internal combustion engines</td>
</tr>
<tr>
<td>life floats</td>
</tr>
<tr>
<td>linoleum</td>
</tr>
<tr>
<td>lubricating oils and greases</td>
</tr>
<tr>
<td>lumber</td>
</tr>
<tr>
<td>machine tools and production equipment</td>
</tr>
<tr>
<td>magnetic tapes, disks, diskettes</td>
</tr>
<tr>
<td>metal products</td>
</tr>
<tr>
<td>navigation time pieces</td>
</tr>
</tbody>
</table>
Table 2. Special Commodities, Continued

<table>
<thead>
<tr>
<th>Special Commodities</th>
</tr>
</thead>
<tbody>
<tr>
<td>organizational clothing and equipment</td>
</tr>
<tr>
<td>packaged petroleum products</td>
</tr>
<tr>
<td>paints</td>
</tr>
<tr>
<td>photosensitized materiel (film and paper) and flash bulbs</td>
</tr>
<tr>
<td>PVC plastic pipes</td>
</tr>
<tr>
<td>radioactive material</td>
</tr>
<tr>
<td>rubber cements</td>
</tr>
<tr>
<td>self-sealing fuel cells</td>
</tr>
<tr>
<td>subsistence</td>
</tr>
<tr>
<td>tires, tubes, and rubber products</td>
</tr>
<tr>
<td>vehicles (tracked and wheeled) and artillery</td>
</tr>
<tr>
<td>wire rope</td>
</tr>
</tbody>
</table>

3.7. PEDEST MANAGEMENT. The DoD Components will implement a pest management program to minimize the loss of materiel through:

   a. Segregation, configuration, and arrangement of infestible products such as those listed in Table 3.

Table 3. Examples of Infestible Products

<table>
<thead>
<tr>
<th>Infestible Products</th>
</tr>
</thead>
<tbody>
<tr>
<td>All types of hardwood items without protective treatments (furniture, craft items, tool handles, wooden equipment parts, wood packing material, dunnage, and pallets).</td>
</tr>
<tr>
<td>Bakery and fry mixes</td>
</tr>
<tr>
<td>Candy</td>
</tr>
<tr>
<td>Clothing and textile items (wool, wool blend fabrics, feathers, fur and other materiel of animal origin, and untreated wood)</td>
</tr>
<tr>
<td>Cocoa and cocoa beverage powder</td>
</tr>
<tr>
<td>Coffee</td>
</tr>
<tr>
<td>Confectioneries</td>
</tr>
<tr>
<td>Cookies and crackers</td>
</tr>
<tr>
<td>Dehydrated soups, vegetables, and gravy mixes</td>
</tr>
<tr>
<td>Dried fruits and nuts</td>
</tr>
<tr>
<td>Dry beans and peas</td>
</tr>
<tr>
<td>Dry milk</td>
</tr>
<tr>
<td>Dry pet food (includes bird seed and lab animal food)</td>
</tr>
<tr>
<td>Flour</td>
</tr>
<tr>
<td>Grains and products (corn meal grits, rice, barley grain rolled oats, base, popcorn, farina wheat, corn starch, etc.)</td>
</tr>
<tr>
<td>Grated cheese</td>
</tr>
<tr>
<td>Meals ready to eat</td>
</tr>
<tr>
<td>Pasta products</td>
</tr>
</tbody>
</table>
Table 4. Examples of Infestible Products, Continued

<table>
<thead>
<tr>
<th>Infestible Products</th>
</tr>
</thead>
<tbody>
<tr>
<td>Powdered dairy drinks</td>
</tr>
<tr>
<td>Prepared coconut</td>
</tr>
<tr>
<td>Tea</td>
</tr>
<tr>
<td>Yeast food</td>
</tr>
</tbody>
</table>

b. Good housekeeping practices.

c. Use of monitoring techniques for pest infestation combined with regularly scheduled inspections by trained personnel.

d. Use of appropriate Environmental Protection Agency registered pesticides (including fumigation), pesticide dispersal equipment, and other appropriate control measures.

e. Installation pest management plans written in accordance with DoDI 4150.07.

f. Safe and efficient monitoring and management of insects, rodents, weeds, and other pests using integrated surveillance based management practices such as pesticides (including fumigation), trapping, physical controls and other application measures. Additional surveillance and integrated control guidance can be found in the Armed Forces Pest Management Board Technical Guide 27 and Armed Forces Pest Management Board Technical Guide 38.

g. Construction and maintenance criteria to protect against pest damage.

h. Compliance with wood packaging material requirements in DoDM 4140.65.

3.8. SAFETY. The DoD Components will:

a. Implement safety and accident prevention requirements applicable to storing and handling materiel in DoD storage sites in accordance with TM 38-400/NAVSUP Pub 572/AFJMAN 23-210/MCO 4450.14/DLAM 4145.12 and DLAI 4145.11/TM 38-410/NAVSUP Pub 573/AFJMAN 23-209/MCO 4450.12A.

b. Implement occupational safety and health requirements in accordance with the standards established in DoDI 6055.01.

d. Equip personnel with personal protective equipment or clothing in accordance with DLAR 4145.11/AR740-7/NAVSUPINST 4440.146C/MCO 4450.11A and TM 38-400/NAVSUP Pub 572/AFJMAN 23-210/MCO 4450.14/DLAM 4145.12.

e. Design and install sprinkler systems and water supply facilities and underground piping for fire protection purposes in accordance with Unified Facilities Criteria (UFC) 3-600-01, National Fire Protection Association Standard (NFPAS) 20, NFPAS 22, and NFPAS 24, (e.g., gravity tanks, fire pumps, reservoirs, or pressure tanks).


g. Maintain clean and orderly warehouses, storerooms, and outside storage areas to limit the potential for accidents and fires.

h. Install and maintain lighting in storage areas to decrease safety hazards and enhance workers’ health.

i. Limit the height of stacks of materiel to maintain clearances, stability, and floor load limits. Do not block emergency egress points, exits, or fire suppression equipment.


k. Comply with explosives safety construction criteria in Volume 2 of DoDM 6055.09 in addition to the requirements in Paragraph 3.8.a. to 3.8.j. for facilities intended to store ammunition and explosives unless granted an approved deviation in accordance with DoD ammunition and explosives safety standards in Volume 1 of DoDM 6055.09.
SECTION 4: DOD STORAGE SPACE MANAGEMENT REPORT

4.1. PREPARATION OF THE DOD STORAGE SPACE MANAGEMENT REPORT. The DoD Components will prepare a DD Form 805 for each installation to:

   a. Calculate occupied and vacant space in accordance with the procedures in TM 38-400/NAVSUP Pub 572/AFJMAN 23-210/MCO 4450.14/DLAM 4145.12.

   b. Identify gross, net, occupied, and vacant storage space by type of storage in the categories identified on the DD Form 805.

   c. Foster the optimum use of DoD-owned space by exchanging compatible storage space data among DoD Components.

   d. Participate in DoD-wide and Federal Government-wide storage space management and distribution studies.

   e. Identify major storage space, military construction, or modernization projects necessary for materiel storage.

   f. Identify future peacetime and contingency storage requirements.

   g. Establish an internal record of space utilization and occupancy.

4.2. REQUESTS. The DoD Components may use the DD Form 805 to request additions and reallocations of storage space.

4.3. SUBMISSION.

   a. The DoD Components will submit a DD Form 805 to the DoD SSRA semiannually, no later than 60 calendar days after June 30 and December 31 for each installation with storage space owned or in-granted for their use or any tenant of an installation having storage space in-granted to them.

   b. The DoD SSRA:

      (1) Receives and consolidates DoD storage space management reports.

      (2) Uses the information in the consolidated DoD storage space management report to perform routine analysis.

      (3) Provides recommendations to the ASD(L&MR) based on the consolidated DoD storage management reports, including recommended responses to DoD Component requests for additions and reallocations of storage space.
SECTION 5: DISTRIBUTION OPERATIONS AND SHIPMENT PREPARATION

5.1. SHIPMENT PLANNING. The DoD Components will:

a. Select and move materiel through distribution operations and deliver to the carrier loading area for final shipment to the customer in accordance with Part II of the Defense Transportation Regulation (DTR) 4500.9-R, Volume 5 of DoDM 4140.01, and Defense Logistics Manual 4000.25.

b. Begin shipment planning operations:
   
   (1) Before receipt of materiel.

   (2) With location and storage plans which simplify stock selection and shipment preparation.

   (3) For a specific materiel movement with receipt of item information, e.g., item quantity, weight, dimensions, to be shipped to a particular destination.

c. Determine requirements for personnel, MHE, packing, shipment marking, materiel movement, and scheduling carrier equipment necessary to efficiently prepare and assemble the materiel for shipment.

d. Determine the method of shipment and select an appropriate mode of transportation based on the size, destination, and priority of the shipment.

e. Complete shipment documentation and labeling in accordance with DoDM 4140.01 and Part II of the DTR 4500.9-R.

5.2. PACKAGING. The DoD Components will preserve and package materiel:

a. To maintain the integrity of the materiel during the shipment process.

b. To avoid damage and mishandling during shipment.

c. Based on the characteristics of the materiel, e.g., size, weight, value, criticality, fragility.

d. In accordance with:

   (1) MIL-STD-2073E.

   (2) AR 700-15/NAVSUPINST 4030.28E/AFMAN 24-206/MCO 4030.33E/DLAR 4145.7, MIL-STD-147E, and MIL-STD-3028.

   (3) Part II of the DTR 4500.9-R.
(4) Volume 9 of DoDM 4140.01.

5.3. MATERIEL HANDLING EQUIPMENT. The DoD Components will:

a. Equip storage facilities with the MHE necessary to safely and efficiently receive, store, package, and ship materiel.

GLOSSARY

G.1. ACRONYMS.

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
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<tbody>
<tr>
<td>AFJMAN</td>
<td>Air Force joint manual</td>
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<tr>
<td>AFMAN</td>
<td>Air Force manual</td>
</tr>
<tr>
<td>AR</td>
<td>Army regulation</td>
</tr>
<tr>
<td>ASD(L&amp;MR)</td>
<td>Assistant Secretary of Defense for Logistics and Materiel Readiness</td>
</tr>
<tr>
<td>DLA</td>
<td>Defense Logistics Agency</td>
</tr>
<tr>
<td>DLAI</td>
<td>DLA instruction</td>
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<tr>
<td>DLAM</td>
<td>DLA manual</td>
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<tr>
<td>DLAR</td>
<td>DLA regulation</td>
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<tr>
<td>DoDI</td>
<td>DoD instruction</td>
</tr>
<tr>
<td>DoDM</td>
<td>DoD manual</td>
</tr>
<tr>
<td>DTR</td>
<td>Defense Transportation Regulation</td>
</tr>
<tr>
<td>MCO</td>
<td>Marine Corps order</td>
</tr>
<tr>
<td>MHE</td>
<td>materials handling equipment</td>
</tr>
<tr>
<td>MIL-STD</td>
<td>military standard</td>
</tr>
<tr>
<td>NAVSUPINST</td>
<td>Naval Supply System Command instruction</td>
</tr>
<tr>
<td>NAVSUP Pub</td>
<td>Naval Supply System Command publication</td>
</tr>
<tr>
<td>NFPAS</td>
<td>National Fire Protection Association Standard</td>
</tr>
<tr>
<td>RH</td>
<td>relative humidity</td>
</tr>
<tr>
<td>SSRA</td>
<td>storage space reporting administrator</td>
</tr>
<tr>
<td>TM</td>
<td>technical manual</td>
</tr>
<tr>
<td>UFC</td>
<td>Unified Facilities Criteria</td>
</tr>
</tbody>
</table>

G.2. DEFINITIONS. These terms and their definitions are for the purpose of this issuance.

aisle. Any passageway within a storage area. Does not include a dedicated conveyance such as a conveyor system, railway, guide path, or tow line where automated equipment operates.

attainable cubic feet. The product of net storage space in square feet multiplied by the stacking height permitted by safety regulations or restrictions and floor load limitations with available MHE and storage aids.
care of supplies in storage. A program whereby supplies and equipment in storage are preserved in a serviceable condition through inspection and action taken to correct any forms of deterioration and to restore the supplies to ready-for-use condition.

carrier. A transportation service provider with railroad cars, motor trucks, ships, airplanes, or other conveyances for transporting supplies.

Class V. U.S. Military Services class of supply designation for ammunition of all types, bombs, explosives, mines, fuses, detonators, pyrotechnics, missiles, rockets, propellants, and associated items.

container. A receptacle such as a bag, barrel, drum, box, crate, or package used to hold and to protect contents.

controlled humidity facility. Space that has been especially prepared for, and equipped with, equipment for controlling its humidity.

covered storage space. Any space within any roofed structure used to store materiel, including warehouse space and non-warehouse facilities.

deterioration. Any impairment of item quality, value, or usefulness. Includes damage caused by erosion, oxidation, corrosion, or contamination.

floor load. Weight that can safely be supported by a floor, expressed in pounds per square foot of floor space.

floor plan. A scale drawing of the floor area of a building showing columns, stair wells, elevator shafts, offices, washrooms, doors, and other structural features.

improved storage space. Graded open storage area with an asphalt, concrete, gravel, stone, or other topping to improve traction, drainage, surface uniformity, or load bearing capacity.

in-granted space. Licensed, leased, or permitted space from one of the DOD Components.

inventory. Materiel, titled to the U.S. Government, held for sale or issue, held for repair, or held pending transfer to disposal.

material. Property that may be consumed or expended during the performance of a contract, component parts of a higher assembly, or items that lose their individual identity through incorporation into an end-item. Material does not include equipment, special tooling, special test equipment, or real property.

materiel. All items necessary to equip, operate, maintain, and support military activities without distinction as to its application for administrative or combat purposes, excluding real property, installations, and utilities.

non-storage space. Area within gross space which is not used for storage because of structural damage or designation for other than storage purposes.
open storage space. Any storage space without a roof; improved and unimproved.

planograph. A scale drawing of a storage area showing the approved layout that identifies how the space is used with a floor plan that includes the square footage of gross space, non-storage space, and the net space available for storage. The scaled drawing shows the actual manner in which the gross space is used with the divisions or subdivisions of the storage area that identify:

- Storage, receiving, and shipping areas.
- Main and cross aisles.
- Fire aisles.
- Walls, stairwells, and ramps.
- Columns, elevators, and offices.
- Fire doors, personnel doors, and cargo doors.
- Electrical panels.
- Fire extinguisher bottle locations.
- Battery charging areas.
- Break areas, operations areas; and washrooms.

re-warehousing. Relocation of supplies within the same storage activity.

storage space. Any space used for the physical storage of materiel.

unimproved storage space. Open storage area that is:

- Unpaved or rough surface, dirt area, or area that does not provide adequate drainage.
- Soft surface that limits MHE operations and does not provide a high load bearing capability.
- Normally undesirable for storage and used only when other types of space are not available or practical.

warehouse. A building designed for storage purposes and constructed with a roof and complete sides and end walls.
REFERENCES

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DLAR 4145.11/AR740-7/NAVSUPINST 4440.146C/MCO 4450.11A, “Safeguarding of DLA Sensitive Inventory Items, Controlled Substances, and Pilferable Items of Supply,” February 1, 1999


DoD Instruction 4140.01, “DoD Supply Chain Materiel Management Policy,” December 14, 2011, as amended


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