



## DoD MANUAL 4160.28, VOLUME 2

# DEFENSE DEMILITARIZATION: DEMILITARIZATION PROCEDURES

---

<b>Originating Component:</b>	Office of the Under Secretary of Defense for Acquisition and Sustainment
<b>Effective:</b>	November 1, 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 Manual 4160.28, Volume 2, "Defense Demilitarization: Demilitarization Coding," March 9, 2017
<b>Incorporates and Cancels:</b>	DoD Manual 4160.28, Volume 3, "Defense Demilitarization: Procedural Guidance," June 7, 2011
<b>Approved by:</b>	Christopher J. Lowman, Assistant Secretary of Defense for Sustainment

---

**Purpose:** This manual is composed of two volumes, each containing its own purpose. In accordance with the authority in DoD Directive 5135.02:

- This manual implements policy in DoD Instructions (DoDI) 4140.01 and 4160.28, assigns responsibilities, and prescribes procedures for assessing demilitarization (DEMIL) requirements and performing physical DEMIL and mutilation of sensitive DoD and U.S. Coast Guard (USCG) personal property.
- This volume provides procedural guidance for assigning DEMIL codes to control DoD and USCG personal property within the DoD and USCG, DEMIL of DoD personal property, mutilation of sensitive DoD and USCG personal property, and related disposition prior to release from DoD control, including certification and verification.

## TABLE OF CONTENTS

SECTION 1: GENERAL ISSUANCE INFORMATION .....	4
1.1. Applicability .....	4
SECTION 2: RESPONSIBILITIES .....	5
2.1. Assistant Secretary of Defense for Sustainment .....	5
2.2. Director, Defense Logistics Agency (DLA) .....	5
2.3. Director, Defense Security Cooperation Agency.....	5
2.4. DoD Component Heads .....	5
2.5. Secretaries of the Military Departments .....	6
SECTION 3: DEMIL CODING .....	7
3.1. DEMIL Codes.....	7
3.2. DEMIL Code Assignment Overview.....	9
3.3. DEMIL Code Assignment Process .....	10
3.4. Assigning DEMIL Codes Other CCL.....	13
SECTION 4: PHYSICAL DEMIL.....	15
4.1. General.....	15
4.2. Organizations That Perform DEMIL.....	15
4.3. DEMIL Methods.....	17
4.4. DEMIL Procedures.....	19
4.5. DEMIL Certificate.....	20
4.6. Declassification Certificate.....	21
4.7. Material Documented As Safe Certificate.....	22
SECTION 5: MUTILATION.....	23
5.1. Organizations that Perform Mutilation.....	23
5.2. Mutilation Methods.....	23
5.3. Mutilation Certificate.....	24
SECTION 6: DISPOSITION RELATED SUPPLEMENTARY GUIDANCE .....	25
6.1. DEMIL IN Conjunction With Disposition And Trade Security Controls.....	25
6.2. Supplementary Information Related to DEMIL Codes.....	26
a. DEMIL Code “G.” .....	26
b. DEMIL Code “P.” .....	26
c. DEMIL Code “F.” .....	27
d. DEMIL Code “E.” .....	28
e. DEMIL Code “D.” .....	29
f. DEMIL Code “C.” .....	29
g. DEMIL Code “B.” .....	30
h. DEMIL Code “Q.” .....	30
i. DEMIL Code “A.” .....	30
GLOSSARY .....	31
G.1. Acronyms.....	31
G.2. Definitions.....	32
REFERENCES .....	39

TABLES

Table 1. DEMIL Codes.....	8
Table 2. Steps for Determining DEMIL Codes .....	12
Table 3. Physical DEMIL Requirement.....	17
Table 4. Destruction Methods and Tools.....	18

FIGURES

Figure 1. DEMIL Code Assignment Steps .....	11
Figure 2. Example DEMIL Certificate .....	20
Figure 3. Example Certificate of Declassification.....	22
Figure 4. Example Certificate of Mutilation.....	24

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

### **1.1. APPLICABILITY.**

This issuance:

a. Applies to OSD, the Military Departments (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”).

b. Does not:

(1) Apply to nuclear material controlled by the Defense Threat Reduction Agency, technical data (except when included on an item of supply such as labels), or software.

(2) Establish or otherwise provide export control category or commodity determinations. References to and use of the International Traffic in Arms Regulations (ITAR) in Parts 120 through 130 of Title 22, Code of Federal Regulations (CFR), and the Export Administration Regulations (EAR) in Parts 730 through 774 of Title 15, CFR, by this manual are provided to guide the DoD demilitarization, mutilation, and disposal practices and procedures.

## **SECTION 2: RESPONSIBILITIES**

### **2.1. ASSISTANT SECRETARY OF DEFENSE FOR SUSTAINMENT.**

Under the authority, direction, and control of the Under Secretary of Defense for Acquisition and Sustainment, the Assistant Secretary of Defense for Sustainment implements the DoD DEMIL Program.

### **2.2. DIRECTOR, DEFENSE LOGISTICS AGENCY (DLA).**

Under the authority, direction, and control of the Under Secretary of Defense for Acquisition and Sustainment and in addition to the responsibilities in Paragraph 2.4., the Director, DLA:

- a. Establishes and maintains the DoD Demilitarization Program Office (DDPO) and DoD Demilitarization Coding Management Office (DDCMO) in accordance with DoDI 4160.28.
- b. Designates the DoD Demilitarization Program Manager (DDPM) in accordance with DoDI 4160.28.
- c. Assesses systems for posting of DEMIL instructions for DEMIL code “E” and “F” items with a national item identification number.
- d. Maintains a capability to perform physical DEMIL within the DLA Disposition Services.
- e. Maintains information for DEMIL coding with physical DEMIL guidelines at <https://www.dla.mil/HQ/InformationOperations/DLMS/CDS/Publications.aspx>.

### **2.3. DIRECTOR, DEFENSE SECURITY COOPERATION AGENCY.**

Under the authority, direction, and control of the Under Secretary of Defense for Policy and in addition to the responsibilities in Paragraph 2.4., the Director, Defense Security Cooperation Agency:

- a. Designates a program point of contact to work with DLA, the Security Cooperation Organization, and the Department of State in DoD DEMIL Program oversight.
- b. Assists the Security Cooperation Organization in responding to issues associated with DEMIL requirements and, as necessary on a case-by-case basis, supports Security Cooperation Organization supervision of approved DEMIL performance.

### **2.4. DOD COMPONENT HEADS.**

The DoD Component heads:

- a. Use the procedures in this issuance to determine and assign DEMIL codes.

- b. Implement the procedures in this issuance across their respective Components in a uniform, consistent manner.
- c. Use DEMIL codes throughout the life-cycle to identify control requirements before releasing DoD and USCG personal property from the DoD and USCG.
- d. Use DEMIL codes to identify DEMIL actions to eliminate the functional capabilities and inherent military design features from DoD and USCG personal property.
- e. Complete all required DEMIL actions prior to releasing DoD and USCG personal property from DoD control.
- f. Administer DEMIL requirements as provided for in terms and conditions of assigned contracts.
- g. Perform physical DEMIL of DoD and USCG personal property within their respective Component as soon as practical after the property is determined not to be required within the DoD.
- h. Provide technical requirements for physical DEMIL or mutilation when requested by activities performing these destruction actions.

## **2.5. SECRETARIES OF THE MILITARY DEPARTMENTS.**

In addition to the responsibilities in Paragraph 2.4., the Secretaries of the Military Departments:

- a. Assign an accurate DEMIL code to every item of DoD and USCG personal property for which each Military Department has management responsibility.
- b. Develop DEMIL instructions and post them in a readily available location for every managed national item identification number that requires such instructions.

## SECTION 3: DEMIL CODING

### 3.1. DEMIL CODES.

DoD Components:

- a. Evaluate all DoD and USCG personal property for DEMIL requirements.
- b. Train, resource, and equip personnel to assign DEMIL codes to personal property that:
  - (1) Reflect the risks of releasing DoD and USCG personal property out of DoD control, including risks to national security.
  - (2) Consider the risks to public safety and public confidence of releasing DoD and USCG personal property.
  - (3) Consider the materiel descriptions found on the DLA website that are derived for guidance from the ITAR and the EAR.
  - (4) Help in the identification of items that require elimination of functional capability and inherent military design features prior to release from DoD control.
  - (5) Help in the identification of items that require mutilation based on a sensitive or non-sensitive determination, in accordance with Paragraph 4.2. of this volume.
  - (6) Help to identify the type of trade security control measures applicable to all DoD export-controlled personal property, in accordance with DoDI 2030.08.
- c. Assign a DEMIL code listed in Table 1 to all DoD personal property where the DoD Component is the item manager in accordance with the DEMIL code assignment process in Paragraph 3.3. of this volume. Table 1 includes items that:
  - (1) Require DEMIL of items assigned DEMIL codes “G,” “P,” “F,” “E,” “D,” and “C.”
  - (2) Require mutilation of items assigned: DEMIL code “B”; DEMIL code “Q” with DEMIL integrity code 3; and DEMIL code “Q” with DEMIL integrity code 6 when such items are located outside of the United States.
  - (3) Require trade security control measures upon release from DoD control for items assigned DEMIL code “A” and DEMIL code “Q” with DEMIL integrity code 6 inside the United States.
  - (4) Are on the Commerce Control List (CCL) and U.S. Munitions List (USML).

**Table 1. DEMIL Codes**

<b>DEMIL Code</b>	<b>Description</b>	<b>DEMIL or Mutilation Requirement</b>
<b>G</b>	Military item on the USML or the CCL. Includes ammunition and explosives (AE) designated with a security classification level of unclassified and classified.	<b>DEMIL required.</b>
<b>P</b>	Item designated with a security classification level on the USML.	<b>DEMIL required</b> to complete declassification.
<b>F</b>	Military item on the USML or CCL with DEMIL instructions specified by item managers, equipment specialists, or product specialists.	<b>DEMIL required.</b> DEMIL using special instructions.
<b>E</b>	Item on the USML or CCL that requires a specific method or process to accomplish DEMIL or an item designated by the DDPM.	<b>DEMIL required.</b> DEMIL instructions provided to the DDPM or by the DDPM.
<b>D</b>	Military item on the USML or CCL.	<b>DEMIL required.</b> Destroy item and components to prevent restoration or repair to a usable condition and prevent the release of inherent design information.
<b>C</b>	Item on the USML or CCL which contains key point(s) that requires DEMIL.	<b>DEMIL required.</b> Remove or demilitarize installed key point(s) items as DEMIL code “D” to destroy the key point item to prevent restoration or repair to a usable condition and prevent the release of inherent design information.
<b>B</b>	Obsolete item for new assignment. Military item formerly on the USML.	<b>Mutilation required.</b> Mutilate items to the point of scrap required worldwide.
<b>Q</b>	CCL item.	<ul style="list-style-type: none"> <li>- <b>Mutilation</b> of items to the point of scrap <b>required</b> outside the United States.</li> <li>- <b>Mutilation</b> of items <b>required</b> inside the United States for items with DEMIL integrity code 3.</li> <li>- Mutilation is not required inside the United States for items with DEMIL integrity code 6.</li> </ul>
<b>A</b>	Items determined by the DoD to present a low risk when released out of DoD control. This code includes items that are either not subject to U.S. export controls or are certain low risk items subject to the EAR in Parts 730-774 of Title 15, CFR (includes for example certain CCL or EAR99 items).	No DEMIL or mutilation is required.



d. Post the DEMIL code assigned to national stock number (NSN) items to the Federal Logistics Information System upon completion of the provisioning process in accordance with DoD Manual (DoDM) 4100.39.

e. For non-NSN items, store the DEMIL code in acquisition program-managed inventory management systems.

f. Comply with trade security controls in accordance with DoDI 2030.08 for all DoD export-controlled personal property.

### **3.2. DEMIL CODE ASSIGNMENT OVERVIEW.**

a. DoD Components:

(1) Assign a DEMIL code to an item based on its technical characteristics including form, fit, and function.

(2) Assign DEMIL codes for end items as well as parts, components, accessories, and attachments for a given end item.

(3) Use the DEMIL code determination process to assign the appropriate DEMIL code at the time of procurement or during the provisioning process.

(4) Enter NSNs into the Federal Logistics Information System. Include with required data elements:

(a) The DEMIL code.

(b) The controlled inventory item code in Table 61 of the Cataloging Data and Transaction Standards.

(c) Using compatibilities of Table 192 of Volume 10 of the Cataloging Data and Transaction Standards.

(5) Assign a DEMIL code before the first disposition for an item.

(6) Conduct a DEMIL code review after changes have been made that alter the original technical characteristics of an item, e.g., field hardware modifications or loading of classified data or software. Apply DEMIL code changes only to the items that have been altered and not to the original NSN or part number. Execute a re-identification of the item or altered items to a new NSN or part number.

(7) Include research and development material and partially complete materials when evaluating DEMIL requirements. Research and development material is often unique, will not have an NSN assigned, and may not have the extent of documentation available for a production version. Partially complete materials may arise due to discontinuation of a manufacturing process or as an outcome of a repair or parts cannibalization process.

b. DoD Components assign technically qualified personnel to:

(1) Evaluate items and assign DEMIL codes.

(2) Review the general characteristics (e.g., item name, end item application, security classification, and material content) of items.

(3) Collect additional technical information (e.g., range, payload, operating frequency) as needed to address the technical criteria specified in the DEMIL coding tables found on the DLA website.

c. The DDPM oversees DEMIL code assignment in coordination with Military Service DEMIL Administrators and the DDCMO in accordance with Volume 1 of DoDM 4160.28.

### 3.3. DEMIL CODE ASSIGNMENT PROCESS.

DoD Components direct DEMIL coders to:

a. Review DEMIL coding tables found on the DLA website to determine which DEMIL coding table provides the best description for an end item. Look for information on components, accessories, and attachments in the same DEMIL coding tables as that of the end item. In some circumstances, information on certain items may not be listed under the corresponding end item. For example, an aircraft gas turbine engine may be found in a table for “Gas Turbine Engines and Associated Equipment” rather than in a table for “Aircraft and Related Articles.”

b. Use the DEMIL codes in the DEMIL coding tables found on the DLA website as a recommendation. A DEMIL coder must evaluate each item using the DEMIL code assignment process in Figure 1 before assigning a DEMIL code to the item.

c. Identify specially designed items by using DEMIL coding tables found on the DLA website in a catch and release process. DEMIL coders catch an item if it is used in or with an item listed in the DEMIL coding tables and consider the item as specially designed. DEMIL coders may release an item from being considered specially designed if the item:

(1) Is, regardless of form or fit, a fastener (e.g., screw, bolt, nut, nut plate, stud, insert, clip, rivet, pin), washer, spacer, insulator, grommet, bushing, spring, wire, or solder.

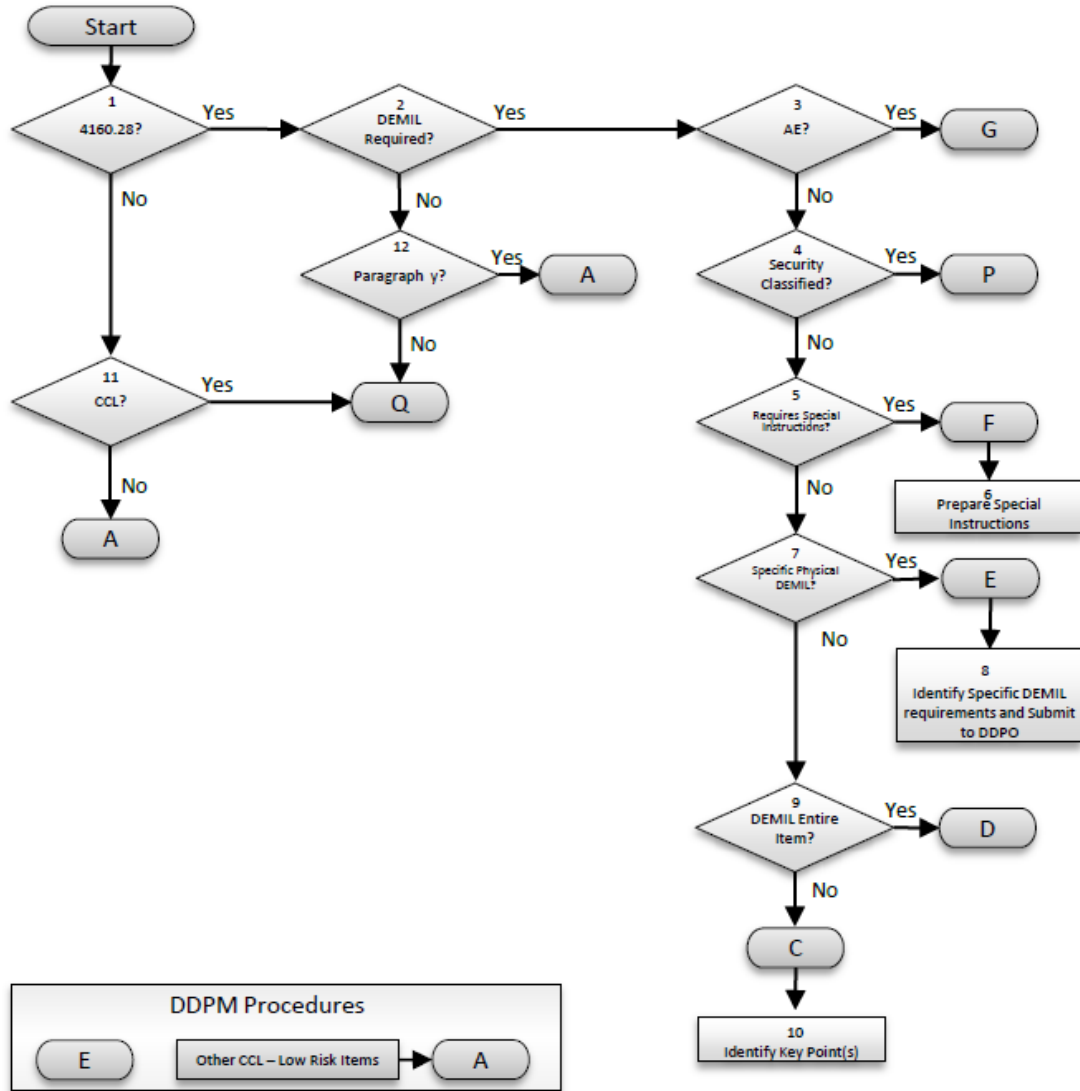
(2) Has the same function, DEMIL performance capabilities, and the same (or equivalent) form and fit as another item that is used in or with an item that is or was in production, and:

(a) Is used in or with an item that is not found in DEMIL coding tables found on the DLA website; or

(b) Is in Part 2 of the DEMIL coding tables found on the DLA website, and the indicated export control classification number (ECCN) is controlled by the Department of Commerce for anti-terrorism reasons only.

d. Assign DEMIL codes using the process steps illustrated in Figure 1 and the steps described in Table 2 of this volume with the supporting information in DEMIL coding tables found on the DLA website.

Figure 1. DEMIL Code Assignment Steps



**Table 2. Steps for Determining DEMIL Codes**

<b>Review the general characteristics of the item before Step 1.</b>
<b>Step 1:</b> Review DoDM 4160.28, Volume 2 procedures for determining DEMIL codes. Is the item described in Part 1 or Part 2 of the applicable DEMIL coding table at <a href="https://www.dla.mil/What-DLA-Offers/Federal-and-International-Cataloging/DEMILCoding/DEMILCodes/">https://www.dla.mil/What-DLA-Offers/Federal-and-International-Cataloging/DEMILCoding/DEMILCodes/</a> ?
1a. Review all DEMIL coding tables to locate the table which best fits the end item or item to be coded. (See Paragraph 3.2.a.(2))
1b. If the item is listed in the DEMIL coding tables, go to Step 2; if not, go to Step 11.
<b>Step 2:</b> Does the item require DEMIL?
2a. Determine if item is described with a recommended DEMIL code of “C,” “D,” “F,” “P,” or “G.”
2b. If yes in step 2a, then go to Step 3; if no in Step 2a, go to Step 12.
<b>Step 3:</b> Is the item AE, regardless of whether the item is designated with a security classification or the item is unclassified?
AE includes, but is not necessarily limited to, all items of U.S.-titled (i.e., owned by the U.S. Government through the DoD Components) ammunition; propellants, liquid and solid; pyrotechnics; high explosives; guided missiles; warheads; devices; and chemical agent substances, devices, and items presenting real or potential hazards to life, property, and the environment. Excluded from AE are wholly inert items and nuclear warheads and devices, except for considerations of storage and stowage compatibility, blast, fire, and nonnuclear fragment hazards associated with the explosives.
3a. Based on item technical and logistics information, determine if the item is AE.
3b. If item is AE, assign DEMIL code “G”; if the item is not AE, go to Step 4.
<b>Step 4:</b> Is the item designated with a security classification?
4a. Determine the item’s security classification from the system’s original classification authority issued security classification guidelines or other derived technical and logistics information. The ability to process or store classified data alone is not sufficient to assign DEMIL code “P.”
4b. If the item is designated with a security classification level of CONFIDENTIAL or higher assign DEMIL code “P”; if not, go to Step 5.
<b>Step 5:</b> Determine if the item requires special DEMIL instructions.
5a. Assess whether item contains characteristics that will cause environmental or personnel safety risks during physical performance of DEMIL. (See the item’s technical and logistics information or the item’s safety data sheet for hazardous property (HP) characteristics that could cause an environmental or personnel safety risk.)
5b. Assess whether item presents a physical safety hazard that would create a personnel safety risk during physical performance of DEMIL. (See the item’s technical information and procedures for potential safety hazards.)
5c. If item contains HP characteristics or presents a physical safety hazard or requires occupational expertise, assign DEMIL code “F” and go to Step 6 and prepare special instructions. If not, go to Step 7.
<b>Step 6:</b> Prepare special instructions.
See Paragraph 6.2 for DEMIL instruction development guidelines and for posting of items assigned DEMIL code “F.”

**Table 2. Steps for Determining DEMIL Codes, Continued**

<b>Step 7:</b> Determine if the item requires a specific method or process to accomplish DEMIL. If an item requires a specific dimension for the size of residue after destruction, such as 1 millimeter, or a specific method such as melting, that would not be expected to be known or performed by a DEMIL activity, assign DEMIL code “E” and go to Step 8. If the item does not require a specific dimension for destructive residue or a specific method, go to Step 9.
<b>Step 8:</b> Prepare specific DEMIL procedures and provide to the DDPO.
See Paragraph 6.2. for posting of items assigned DEMIL code “E.”
<b>Step 9:</b> Determine if the entire item requires destruction.
If the entire item requires destruction, assign DEMIL code “D”; if not, assign DEMIL code “C” and go to Step 10.
<b>Step 10:</b> Identify key points for DEMIL.
10a. Review the definition of key points for DEMIL in this volume.
10b. See Paragraph 4.4.b.(2) and review for examples of key points.
<b>Step 11:</b> Is the item on the CCL?
11a. Review the ECCNs on the CCL in Part 774 of Title 15, CFR at <a href="https://www.bis.doc.gov/">https://www.bis.doc.gov/</a> .
11b. Determine if the item is specified on the CCL under a specific ECCN.
11c. If a specific ECCN applies, assign DEMIL code “Q,” and if not, assign DEMIL code “A.”
<b>Step 12:</b> Is the item described in Paragraph (y), Part 2 of DEMIL coding tables at the DLA website?
12a. Determine if the item is described in Paragraph (y), Part 2 of DEMIL coding table at the DLA website and also meets the definition of specially designed. See Paragraph 3.3.c.
12b. If yes, assign DEMIL code “A.” If not, identify the applicable paragraph in Part 2 of the DEMIL coding tables and assign DEMIL code “Q.”

### 3.4. ASSIGNING DEMIL CODES OTHER CCL.

a. DoD Components use the CCL to determine the ECCN for each CCL item not listed in Part 2 of the DEMIL coding tables, noting the:

- (1) CCL category of material.
- (2) CCL product group.
- (3) CCL reason for control of the non-military item.
- (4) EAR control in accordance with Parts 730-774 of Title 15, CFR.

b. The DLA and the DEMIL coder review the item information and:

- (1) Identify if the item is a sensitive or non-sensitive CCL item.
- (2) Assign a DEMIL integrity code to each item based on the reasons for control.

(3) Assign DEMIL code “A” to items subject to the EAR in Parts 730-774 of Title 15, CFR, that are designated EAR99, or items that are not subject to the ITAR and not subject to the EAR, and other CCL items determined by the DDPM to present a low risk when released out of DoD control in accordance with Volume 1 of DoDM 4160.28.

(4) Assign DEMIL code “Q” to items with a specific export control number that require mutilation.

## SECTION 4: PHYSICAL DEMIL

### 4.1. GENERAL.

DoD Components use the procedures in this section:

- a. For DoD and USCG personal property assigned DEMIL codes “C,” “D,” “E,” “F,” “G,” and “P” that require a physical DEMIL action.
- b. To select the method and degree of DEMIL, physical performance considerations based on the item’s technical and logistics information or the item’s safety data sheet for HP characteristics and certification and verification procedures.
- c. For DoD and USCG personal property assigned DEMIL codes “B,” “Q,” and “A” with mutilation requirements applicable to sensitive property assigned DEMIL code “B” and DEMIL code “Q.” Refer to Section 5 of this volume for disposition of non-sensitive property assigned DEMIL code “Q” and DEMIL code “A.”

### 4.2. ORGANIZATIONS THAT PERFORM DEMIL.

a. DoD Components:

(1) Seek the appropriate organizations to accomplish DEMIL that are technically capable of performing DEMIL for the types of materiel for which DEMIL is required.

(2) Leverage existing DEMIL infrastructure and expertise provided by DLA Disposition Services to avoid performing DEMIL or taking on technical risk unnecessarily.

(3) Perform DEMIL for property with a security classification by:

(a) Destroying or removing the security classified aspect of property designated with a security classification whether it be data or a physical feature, using guidance from the security guidelines issued by the original classification authority.

(b) Completing destruction of information or feature designated with a security classification.

(c) Demilitarizing any DEMIL required features that might remain that is not designated with a security classification.

(d) Contacting the National Security Agency for declassification support when needed at <https://www.nsa.gov/>.

(e) Contacting contract administration services, such as the Defense Contract Management Agency, for items with contract requirements in accordance with DoD 5220.22-M.

b. The Single Manager for Conventional Ammunition is responsible for DEMIL of conventional ammunition that includes many AE items, in accordance with DoDI 5160.68. The owning Military Service provides DEMIL plans with technical information to support the selection of a DEMIL method.

c. DLA Disposition Services:

(1) Accepts the majority of non-explosive DEMIL required property that is not designated with a security classification at one of several DLA Disposition Services sites.

(2) Can perform DEMIL for property assigned DEMIL codes “G” and “P” with proper certifications.

(3) Accepts property for DEMIL assigned:

(a) DEMIL codes “C” and “D.”

(b) DEMIL codes “E” and “F,” DEMIL instructions for the property, and confirmation from DLA Disposition Services prior to turn-in that DLA Disposition Services can accomplish the DEMIL code “E” or “F” instruction.

(4) Bills the DoD Components for the DEMIL costs incurred by DLA Disposition Services under a service contract to perform DEMIL of property turned into a DLA Disposition Services site when the DEMIL requirements exceed the standard DLA Disposition Services site capabilities.

d. In accordance with the Federal Acquisition Regulation and Defense Federal Acquisition Regulation Supplement, the Defense Contract Management Agency and other DoD Components:

(1) Provide oversight of contract property in the possession or stewardship of DoD contractors through contract administration.

(2) Direct DoD contractors to follow the procedures in this manual through the terms and conditions of applicable contracts.

(3) Coordinate internal DEMIL procedures with the DDPO to maintain consistency with this and all other applicable manuals, such as Volume 3 of DoDM 5200.01 and DoD 5220.22-M.

(4) Comply with contracts and DoD oversight practices in:

(a) DoD trade security controls policy in accordance with DoDI 2030.08.

(b) U.S. export control laws and regulations in the ITAR and EAR.

(c) DoD disposition procedures for DoD export-controlled personal property released from the DoD’s control in accordance with Volume 3 of DoDM 4160.21.

e. Museums within the DoD and the private sector that have received DoD property will:



- (1) Perform limited DEMIL of DoD owned property to:
  - (a) Remove hazards and render such items unserviceable.
  - (b) Prevent display of technical data.
  - (c) Preserve the intrinsic, historical, and display value of the property.
- (2) Complete the DEMIL at final disposition using the procedures provided by the DoD Component transferring DoD property to a museum.
- (3) Consider entering an agreement with DLA Disposition Services for DEMIL when needed.

### 4.3. DEMIL METHODS.

- a. DoD Components consider physical DEMIL requirements that are specified for property that is assigned DEMIL codes “C,” “D,” “E,” “F,” “G,” and “P” as identified in Table 3.

**Table 3. Physical DEMIL Requirement**

<b>DEMIL Code</b>	<b>Physical DEMIL Requirements</b>
<b>G</b>	The DEMIL requirements for property assigned DEMIL code “G” are focused on the risks inherent to AE and DEMIL actions can only be accomplished by AE capable entities. If the DEMIL action does not completely destroy the item or if the AE portion is removable, then AE capable entities must evaluate the remaining materiel for further DEMIL.
<b>P</b>	The DEMIL requirements for property assigned DEMIL code “P” are focused on destruction of the features that have a security classification to prevent reconstitution of the classified information, regardless of whether contained as data or if the classified information is inherent in the design. The original classification authority, security classification guides, and system technical documentation are sources for identifying the classified features. When declassification action does not completely destroy the item or if the classified portion is removable, evaluate remaining materiel for additional DEMIL requirements.
<b>F</b>	The DEMIL requirements for property assigned DEMIL code “F” are determined when the DEMIL code is originally assigned and special instructions prepared. DoD Components review the special instructions on the Tank-Automotive and Armaments Command-Unique Logistics Support Applications (TULSA) website at: <a href="https://tulsa.tacom.army.mil">https://tulsa.tacom.army.mil</a> to determine the nature and extent of the requirement as hazardous conditions are likely present.
<b>E</b>	The DEMIL requirements are determined when the DEMIL code is originally assigned and special instructions prepared, or when the DDPM makes the determination and prepares instructions. DEMIL code “E” instructions may be posted on the TULSA website at: <a href="https://tulsa.tacom.army.mil">https://tulsa.tacom.army.mil</a> .

**Table 3. Physical DEMIL Requirement, Continued**

<b>DEMIL Code</b>	<b>Physical DEMIL Requirements</b>
<b>D</b>	The DEMIL requirements for property assigned DEMIL code “D” cannot be readily identified to specific key points. The requirements are focused on destruction that will prevent restoration or repair to a usable condition and prevent the release of inherent design information. Technically knowledgeable individuals performing and certifying physical DEMIL are required to determine the extent of destruction needed. When a technically knowledgeable individual is not available, use destructive methods to completely destroy the property assigned DEMIL code “D” to the level of scrap.
<b>C</b>	The DEMIL requirements for property assigned DEMIL code “C” apply to key points that are specific features of the property. Remove key points that are removable parts, components, accessories, and attachments that are still needed and that can be removed for reuse. Remove and destroy removable key points that are no longer needed. Destroy key points in place if not removable. Identification of key points may be a challenge. Follow the physical requirement for property assigned DEMIL code “D” if the key points cannot be identified.

b. DoD Components evaluate the item’s technical characteristics such as the material content, HP content, and physical configuration and design to support the decision on the appropriate DEMIL method and the equipment, tools, and techniques that may be employed.

c. DoD Components evaluate available tools and equipment that could be used to perform the required DEMIL action as these tools vary among different DEMIL performing organizations.

d. The DoD Components select DEMIL personnel who are technically qualified and trained appropriately for processes and equipment used. These qualifications vary depending on the techniques and equipment used. In addition, personnel verifying that the completed DEMIL is adequate must be sufficiently knowledgeable of the hazardous characteristics of the item being processed to be able to verify through visual inspection that the destructive action taken is sufficient to have met the DEMIL requirement. Table 4 provides examples of destruction methods and tools and is not all inclusive.

**Table 4. Destruction Methods and Tools**

<b>METHOD</b>	<b>TOOLS</b>
<b>Cutting</b>	Wire cutter, axe, hacksaw, or equivalent. Cutting may also be accomplished by using oxygen acetylene cutting, oxygen-petrol cutting, plasma cutting, or air carbon arc cutting. Shearing is a form of cutting. Precision cutting is only authorized to downsize material for transportation or handling purposes.
<b>Shredding</b>	Industrial rotary shredder for heavier mixed grades of material. This is the preferred method for a large quantity of material that will reduce the material to the level of scrap.

**Table 4. Destruction Methods and Tools, Continued**

<b>METHOD</b>	<b>TOOLS</b>
<b>Crushing</b>	Hammer, sledgehammer, hydraulic pressure, or another appropriate tool to smash a fragile item.
<b>Melting</b>	Industrial smelter to melt metal, rotary furnace, or incinerator.
<b>Burning</b>	Destroy materiel with fire. Fire alone may not fully destroy materiel. Inspect materiel following the burn to assess adequacy of the operation and repeat burn if necessary to fully destroy materiel.
<b>Biological Degradation</b>	This is a specialized method that may be used for explosives and chemicals.
<b>Chemical Degradation</b>	This is a specialized method that may involve acid baths or other chemical conversions.

#### 4.4. DEMIL PROCEDURES.

a. DoD Components develop physical DEMIL procedures:

(1) With detailed steps when required by the DEMIL code (e.g., items assigned DEMIL codes “F” and “E”), the nature of the HP characteristics, or the method selected.

(2) For the use of specific equipment (e.g., operation of an industrial shredder).

(3) That specify a general DEMIL technique (e.g., torch cutting).

b. DoD Components incorporate existing procedural DEMIL plans, e.g.:

(1) DEMIL plans from the applicable weapon system’s program manager.

(2) Procedural guidance regarding the method and degree of DEMIL for selected items listed in DEMIL code tables at <https://www.dla.mil/What-DLA-Offers/Federal-and-International-Cataloging/DEMILCoding/DEMILCodes/>.

c. DoD Components assign DEMIL verification tasks to U.S. Government (USG) employees who are U.S. citizens to verify that DEMIL is complete on sites where defense contractor personnel perform DEMIL activities.

d. DoD Components manage the records and documents with DEMIL and declassification certificates in accordance with DoDI 5015.02.

e. DoD Components prepare and assign technically qualified personnel for DEMIL tasks with:

(1) Training and information to perform and verify physical DEMIL actions.

(2) Knowledge of the available DEMIL methods and equipment.

(3) Training on the property characteristics and DEMIL requirements necessary to make a knowledgeable certification or verification.

(4) Complete training requirements in accordance with Volume 1 of DoDM 4160.28.

**4.5. DEMIL CERTIFICATE.**

a. DoD Components assign technically qualified USG employees or may use defense contractors’ services as certifiers to perform the physical DEMIL and:

(1) Certify the DEMIL is complete by the U.S. person (USG employee or defense contractor personnel) who actually performs or witnesses the DEMIL of the item.

(2) Prepare DEMIL certificates as shown in the example in Figure 2.

(3) Include the printed or typed name, grade or rank, title, and activity of each signatory.

(4) On the demilitarization certificate, include the requirement for the DEMIL code and method used for each item, the standard operating procedure, DEMIL plan, DEMIL instruction, or other acquisition program generated procedural direction.

**Figure 2. Example DEMIL Certificate**

<b>Title:</b>	<b>Demilitarization Certificate</b>	
Disposal Turn-In Document:	Item Quantity:	
NSNs or Item Descriptions:		
<b>Certification Statement</b>		
I certify that the items listed hereon have been demilitarized in accordance with Volumes 1 and 2 of DoD Manual 4160.28 and the procedures in: _____		
This certificate is signed and dated by the technically qualified U.S. person (U.S. Government employee or defense contractor personnel) who actually performed or witnessed the demilitarization of the items listed on this certificate.		
Signature (certifier): _____		Date _____
Printed Name and Grade or Rank: _____		
Title and Activity: _____		
Phone and Facsimile Numbers: _____		
Mailing and E-mail Address: _____		
=====		
This certificate is signed and dated by the technically qualified U.S. Government employee (U.S. citizen) who verified the demilitarization of the items listed on this certificate.		
Signature (verifier): _____		Date _____
Printed Name and Grade or Rank: _____		
Title and Activity: _____		
Phone and Facsimile Numbers: _____		
Mailing and E-mail Addresses: _____		

b. DoD Components assign technically qualified USG employees who are U.S. citizens, generally in the next higher management or technical level as verifiers, to:

(1) Witness the DEMIL of the materiel with the understanding that signing false certificates constitutes a felony and may subject the individual to prosecution.

(2) Inspect the residue when witnessing cannot be done and chain of custody is continuous.

(3) Verify the DEMIL by completing the demilitarization certificate with all line items demilitarized as shown in the example in Figure 2.

#### **4.6. DECLASSIFICATION CERTIFICATE.**

a. DoD Components complete all actions necessary to fully demilitarize an item with the removal or destruction of a physical feature or data designated with a security classification before release from DoD control.

b. DoD Components assign technically qualified U.S. citizens (USG employees or defense contractor personnel) to:

(1) Follow specific instructions if issued by the original security classification authority in security classification guidelines to destroy or remove the security classification aspect of the material or, if under a DoD procurement contract, terms and conditions may also require the use of DoD 5220.22-M.

(2) Destroy or remove physical features or data that includes material designated with a security classification as CONFIDENTIAL, SECRET, or TOP SECRET.

(3) Remove sensitive markings or information.

(4) Complete a certificate of declassification to certify that items are not designated with a security classification and have been declassified, sanitized, and demilitarized as shown in the example in Figure 3.

(5) Declassify and demilitarize items prior to transfer to a DLA Disposition Services site or release from DoD control.

(6) Complete a certificate of declassification that is signed and dated by the U.S. citizen (defense contractor personnel or a USG employee) who actually performed or witnessed the declassification.

(7) Identify the declassification on the turn-in document.

**Figure 3. Example Certificate of Declassification**

<b>Title:</b>	<b>Certificate of Declassification</b>
Disposal Turn-In Document:	Item Quantity:
NSNs or Item Descriptions:	
<b>Certification Statement:</b>	
I certify the items have been declassified, sanitized, and demilitarized. To the best of my knowledge, the items contain no sensitive data or markings. This certificate is signed and dated by the U.S. citizen (U.S. Government employee or defense contractor personnel) who actually performed or witnessed the declassification.	
Signature: _____	Date _____
Printed Name and Grade or Rank: _____	
Title and Activity: _____	
Phone and Facsimile Numbers: _____	
Mailing and E-mail Addresses: _____	

**4.7. MATERIAL DOCUMENTED AS SAFE CERTIFICATE.**

a. DoD Components complete all DEMIL actions and document AE material assigned DEMIL code “G” as safe before transferring accountability and physical custody of such material to a disposal activity.

b. DoD Components assign technically qualified personnel to:

(1) Process and inspect items to determine that the items do not pose an explosive hazard based on directions from the Single Manager for Conventional Ammunition in accordance with DoDI 5160.68 for items assigned DEMIL code “G,” which primarily consists of conventional ammunition.

(2) Transfer items assigned DEMIL code “G” to DLA or the General Services Administration (GSA) only after the material has been documented as safe and does not pose an explosive hazard in accordance with DoDM 4140.72. Segregate, secure, and maintain the chain-of-custody of the items until they are released from DoD control.

(3) Prepare a material documented as safe certificate in accordance with DoDM 4140.72.

## SECTION 5: MUTILATION

### 5.1. ORGANIZATIONS THAT PERFORM MUTILATION.

a. In accordance with this issuance, when disposition of materiel is required, DoD Components perform physical mutilation of sensitive DoD and USCG personal property:

(1) As identified by the DDPM and the DDCMO.

(2) When the DoD and USCG personal property has been assigned DEMIL code “B” or DEMIL code “Q” and an associated DEMIL integrity code of 3 is assigned.

(3) When the DoD and USCG personal property is outside of the United States, assigned DEMIL code DEMIL code “Q,” and an associated DEMIL integrity code 6 is assigned.

b. This section does not address DoD and USCG personal property that requires mutilation for other reasons such as:

(1) Counterfeit materiel, in accordance with DoDI 4140.67.

(2) Critical safety items, in accordance with Volume 11 of DoDM 4140.01.

(3) Items identified in Volume 4 of DoDM 4160.21, except for items assigned DEMIL code “B” or DEMIL code “Q” and an associated DEMIL integrity code 3 is assigned.

c. DLA Disposition Services representatives:

(1) Accept and accomplish mutilation of items assigned DEMIL codes “B” and “Q.”

(2) Are the primary activity to accomplish mutilation within the DoD.

d. DoD Components may perform mutilation if screening requirements can be met.

e. DoD contractors executing plant clearance actions perform mutilation based on direction from the plant clearance officer.

### 5.2. MUTILATION METHODS.

DoD Components:

a. Perform mutilation of property to the point of scrap in accordance with this issuance.

b. Mutilate items assigned DEMIL code “B” and items assigned DEMIL code “Q” and DEMIL integrity code 3 beyond the mutilation definition’s requirement of making such items unfit for their intended purpose.

c. Use the destruction methods listed in Table 4 to perform mutilation.

**5.3. MUTILATION CERTIFICATE.**

DoD Components complete a certification of mutilation for property after performing mutilation with the information listed in the example in Figure 4.

**Figure 4. Example Certificate of Mutilation**

<b>Certificate of Mutilation</b>	
<b>1. Items Mutilated</b>	
Disposal Turn-In Document:	
Part Numbers or NSNs:	
Quantity:	
Description:	
<b>2. Certification Statement</b>	
<p>I certify that I am the U.S. person (U.S. Government employee or defense contractor personnel) that actually performed or witnessed the mutilation of the items listed in block 1 of this certificate to the point of scrap in accordance with Volume 2 of DoD Manual 4160.28.</p> <p>Signature (Certifier): _____ Date _____</p> <p>Printed Name and Grade or Rank: _____</p> <p>Title and Activity: _____</p> <p>Phone and Facsimile Numbers: _____</p> <p>Mailing and E-mail Addresses: _____</p>	
<b>3. Verification Statement:</b>	
<p>I verify that I am the U.S. Government employee (U.S. citizen) that verified the mutilation of the items listed in block 1 of this certificate by the person who signed the certification statement in block 2 of this certificate.</p> <p>Signature (Verifier): _____ Date _____</p> <p>Printed Name and Grade or Rank: _____</p> <p>Title and Activity: _____</p> <p>Phone and Facsimile Numbers: _____</p> <p>Mailing and E-mail Addresses: _____</p>	



## SECTION 6: DISPOSITION RELATED SUPPLEMENTARY GUIDANCE

### 6.1. DEMIL IN CONJUNCTION WITH DISPOSITION AND TRADE SECURITY CONTROLS.

DoD Components:

- a. Perform DEMIL requirements in accordance with this issuance in conjunction with disposition decisions in accordance with Volume 1 of DoDM 4160.21.
- b. Complete turn-in procedures and disposition requirements in accordance with Volume 1 of DoDM 4160.21.
- c. Accomplish required trade security controls before releasing property from DoD control in accordance with DoDI 2030.08.
- d. Reutilize property in accordance with Volume 6 of DoDM 4140.01 and Volume 3 of DoDM 4160.21.
- e. May transfer property to the GSA or through the GSA to other Federal or State agencies that establish property accountability and maintain the DEMIL codes in accountable property records in accordance with Volume 6 of DoDM 4140.01, Volume 3 of DoDM 4160.21, and this issuance.
  - (1) DoD Components may not transfer the title to DEMIL or mutilation required property to State and local government agencies.
  - (2) DoD Components may transfer property assigned DEMIL codes “B,” “C,” “D,” “E,” “F,” “G,” “P,” and sensitive “Q” to Federal agencies or DoD special programs in accordance with Volume 3 of DoDM 4160.21 that demonstrate positive property accountability to ensure such property will be returned to the DoD when it is no longer needed. This includes:
    - (a) Property screening by other Federal agencies for transfer to other Federal agencies in accordance with Volume 3 of DoDM 4160.21.
    - (b) Property screening by State agencies and other eligible donation recipients for loan or donation to State agencies and other eligible donation recipients in accordance with Volume 3 of DoDM 4160.21.
- f. May authorize the donation of property that has been assigned DEMIL codes “B,” “C,” “D,” “E,” “F,” “G,” and “P” and sensitive property that has been assigned DEMIL code “Q” after verifying:
  - (1) The receiving organization meets the security requirements of Volume 1 of DoDM 5200.01 and has positive accountability, control, and end-use monitoring.

(2) The DoD and USCG personal property that will be donated conforms to the requirements of DoDI 2030.08.

(3) Items for donation to approved museums have been rendered unserviceable:

(a) Through limited DEMIL in accordance with instructions provided by the DoD Component donating the item(s).

(b) And safe for display in the interest of public safety.

(c) While preserving the intrinsic, historical, or display value of the property.

(d) Prior to final disposition.

g. Maintain records with the status of the items donated under these provisions in accordance with Volume 3 of DoDM 4160.21.

h. Certify and verify that DEMIL and mutilation to the point of scrap is accomplished prior to sale of scrap, or as a condition of sale of scrap, in accordance with this manual.

i. Direct DoD Component turn-in activities to report accurate DEMIL codes when turning items into DLA Disposition Services. DLA Disposition Services must challenge DEMIL codes that are considered or suspected to be in error according to Volume 1 of DoDM 4160.28.

## **6.2. SUPPLEMENTARY INFORMATION RELATED TO DEMIL CODES.**

DoD Components use DEMIL codes assigned early in the acquisition process to influence disposition actions when property is excess. DoD Components support disposition activities using supplementary information for items assigned:

### **a. DEMIL Code “G.”**

DoD Components document AE items assigned DEMIL code “G” as safe prior to transfer of accountability and physical custody to a disposal activity, and:

(1) Comply with directions from the U.S. Army, as the Single Manager for Conventional Ammunition, in accordance with DoDI 5160.68 and develop supporting procedures for conventional ammunition based on directions from the U.S. Army.

(2) Complete all actions to document items assigned DEMIL code “G” as safe before transferring such items to DLA or the GSA.

### **b. DEMIL Code “P.”**

DoD Components destroy or remove the classified aspect of items assigned DEMIL code “P” that includes material classified as CONFIDENTIAL, SECRET, or TOP SECRET. DoD Components:

- (1) Remove or DEMIL sensitive markings, declassify items, or destroy classified physical features to fully demilitarize items assigned DEMIL code “P.”
- (2) Complete required certifications prior to physically transferring items assigned DEMIL code “P” to DLA Disposition Services or releasing such items from DoD control.
- (3) Derive specific instructions for destruction of classified material from guidelines issued by the original classification authority in accordance with Volume 3 of DoDM 5200.01.
- (4) Process disposition of communication security equipment in accordance with National Security Agency and Committee on National Security Systems policies found on websites <https://www.nsa.gov/>, <https://www.cnss.gov/>, and <https://csrc.nist.gov/>. DLA Disposition Services does not accept any communication security equipment.
- (5) Declassify items assigned DEMIL code “P” and certify that such items are declassified before transferring items assigned DEMIL code “P” to DLA or the GSA.

**c. DEMIL Code “F.”**

- (1) DoD Components prepare and post special instructions for items assigned DEMIL code “F”:
  - (a) Describing the steps necessary to gain access to or remove HP or remove features that are hazardous when subjected to a destructive DEMIL action.
  - (b) Using existing documents, technical manuals, and illustrations to create DEMIL processes for DEMIL Code “F” items.
  - (c) That identify any special DEMIL processes, equipment, and occupational expertise needed to perform DEMIL processes.
  - (d) Identify items for retention (e.g., “materiel returns”) and who to contact for instructions on where to send these items (e.g., “shipping address”).
  - (e) Specify what resulting DEMIL code will be assigned to the items following execution of the instructions; e.g., “after removing the hazard treat as residual DEMIL code ‘D.’”
  - (f) Include administrative information for all instructions (e.g., contact information, justification, and reference to applicable USML category and paragraph).
  - (g) Post DEMIL instructions for the new DEMIL code “F” items using procedures on the TULSA website available at <https://tulsa.tacom.army.mil/>.
- (2) As items assigned DEMIL code “F” are assigned for integrated materiel management in accordance with DoDM 4140.68:
  - (a) The losing item manager provides the DEMIL instructions in support of a logistics reassignment transaction to the gaining item manager.

(b) The losing item manager furnishes all historical data and instructions for items assigned DEMIL code “F” to the gaining item manager.

(c) The gaining item manager coordinates with the engineering support activity on changes necessary to maintain current DEMIL code “F” procedures for items assigned DEMIL code “F.”

(d) Item managers process cataloging action requests for items assigned DEMIL code “F” only with the requisite instructions attached, and a statement that DEMIL instructions will be posted on the TULSA website upon assignment of the NSN.

(e) DDCMO analysts review new and existing items in the Federal Logistics Information System and report the status of new items assigned DEMIL code “F” without associated DEMIL instructions to the DDPO.

(3) Item managers or applicable Military Department DEMIL administrators:

(a) Download existing DEMIL code “F” instructions from the TULSA website for NSNs that have been assigned DEMIL code of “F.”

(b) Provide instructions for items that do not have DEMIL “F” instructions posted on the TULSA website.

(4) DoD Components coordinate with DLA Disposition Services to provide DEMIL instructions for the HP and confirm, prior to turn-in, that DLA Disposition Services can accomplish the DEMIL code “F” instructions.

(5) Disposal activities (e.g., DLA Disposition Services) should not accept items assigned DEMIL code “F” without the NSN and the requisite DEMIL instructions attached or a statement indicating instructions are posted on the TULSA website. Disposal activities:

(a) Handle DEMIL code “F” residue that has HP characteristics according to the requirements of applicable safety data sheets and Volume 4 of DoDM 4160.21. Consider alternate methods of DEMIL via hazardous waste disposal. Make requests for this alternate method of DEMIL accordance with Volume 1 of DoDM 4160.28.

(b) Upon discovering HP characteristics in DEMIL-required property, must report the discovery to the turn-in activity and to the organization with command authority over the turn-in activity must coordinate with the DDCMO if a DEMIL code change is needed. The turn-in activity may be held responsible for hazardous waste disposal costs.

#### **d. DEMIL Code “E.”**

(1) DoD Components post special instructions on the TULSA website upon approval by the DDPM.

(2) Item managers or applicable DEMIL program administrators:

(a) Download existing DEMIL code “E” instructions from the TULSA website for NSNs with DEMIL code “E” assigned.

(b) Provide instructions for items that do not have instructions posted on the TULSA website.

**e. DEMIL Code “D.”**

For items assigned DEMIL code “D” DoD Components:

(1) Eliminate the functional capabilities and inherent military design features for items assigned DEMIL code “D” or turn-in such items to DLA Disposition Services for DEMIL.

(2) Reduce items to the level of scrap if necessary to meet DEMIL code “D” requirements.

(3) Ensure that items sold with DEMIL as a condition of sale are not released without positive controls and that DEMIL will be verified by USG employees (U.S. citizens), unless otherwise authorized by the DDPM.

**f. DEMIL Code “C.”**

(1) DoD Components identify the key points on items assigned DEMIL code “C,” including specially designed parts, components, accessories, and attachments which:

(a) Cannot feasibly be restored when demilitarized.

(b) Are necessary factors in restoring components to the next higher end item assembly back to design capability (e.g., gun barrel, up-armor kit, aircraft fuselage, or wing spar attachment fittings).

(2) DoD Components:

(a) Develop DEMIL instructions, using existing disassembly procedures if available, to remove the DEMIL required key points on items assigned DEMIL code “C.”

(b) Assign or treat key points as items assigned DEMIL code “D” and remove key points if possible.

(c) Process the remaining residual portion, at a minimum, as items assigned DEMIL code “Q.”

(d) Submit items assigned DEMIL code “C” to a DLA Disposition Services for disposal.

(3) DoD Components reclaim parts, components, accessories, and attachments from items assigned DEMIL code “C” according to Volume 6 of DoDM 4140.01.

**g. DEMIL Code “B.”**

DEMIL code “B” is obsolete for new assignment, but DoD Components must continue to mutilate items previously assigned DEMIL code “B” to the point of scrap worldwide when such items are deemed to be of no further use or turn-in such items to DLA Disposition Services for action.

**h. DEMIL Code “Q.”**

(1) DoD Components mutilate sensitive CCL items assigned DEMIL code “Q” and DEMIL integrity code 3 to the point of scrap if such items are deemed to be of no further use.

(2) DoD Components process non-sensitive CCL items assigned DEMIL code “Q” and DEMIL integrity code 6:

(a) In the United States using the full range of disposal processing in accordance with Volumes 1 to 4 of DoDM 4160.21 and in conformance with DoDI 2030.08 prior to release from DoD control.

(b) Outside of the United States, by mutilation to the point of scrap.

**i. DEMIL Code “A.”**

DoD Components assign DEMIL code “A” to items that are not subject to the ITAR or EAR, and for CCL or EAR99 items subject to the EAR in Parts 730-774 of Title 15, CFR, and when determined by the DDPM to present a low risk when released out of DoD control. Upon disposition of items assigned DEMIL code “A,” DoD Components:

(1) Do not perform demilitarization, mutilation, or implement an end use certificate for such items, but recognize that an export license from the Department of Commerce may be required.

(2) Recognize that scrap is not automatically DEMIL code “A,” as the material content may have an EAR control requirement.

## GLOSSARY

### G.1. ACRONYMS.

ACRONYM	MEANING
AE	ammunition and explosives
CCL	Commerce Control List
CFR	Code of Federal Regulations
DDCMO	DoD Demilitarization Coding Management Office
DDPM	DoD Demilitarization Program Manager
DDPO	DoD Demilitarization Program Office
DEMIL	demilitarization
DLA	Defense Logistics Agency
DoDI	DoD instruction
DoDM	DoD manual
EAR	export administration regulations
ECCN	export control classification number
GSA	General Services Administration
HP	hazardous property
ITAR	International Traffic in Arms Regulations
NSN	national stock number
TULSA	Tank-Automotive and Armaments Command-Unique Logistics Support Applications
USCG	U.S. Coast Guard
USG	U.S. Government
USML	U.S. Munitions List

## G.2. DEFINITIONS.

Unless otherwise noted, these terms and their definitions are for the purposes of this issuance.

<b>TERM</b>	<b>DEFINITION</b>
<b>accessories and attachments</b>	Defined in Part 120 of Title 22, CFR.
<b>activity</b>	A unit, organization, or installation performing a function or mission, e.g., reception center, redistribution center, naval station, naval shipyard.
<b>AE</b>	Defined in Defense Explosives Safety Regulation 6055.09.
<b>assembly</b>	In logistics, an item forming a portion of equipment that can be provisioned and replaced as an entity and that normally incorporates replaceable parts or groups of parts.
<b>catalog</b>	Uniform item identification in the Federal Catalog System with descriptions, supply classification, item numbers, user identification, and other item information for all items repetitively procured, stored, issued, or used by DoD Components and participating USG civil agencies.
<b>critical safety item</b>	A part, assembly, support equipment, installation, or production system containing a critical characteristic the failure, malfunction, or absence of which may cause a catastrophic or critical failure resulting in loss or serious damage, unacceptable risk of personal injury or loss of life, or an unsafe condition. Unsafe conditions as they apply to critical safety items includes items determined to be life-limited, fracture critical, fatigue-sensitive, or any other condition that indicates the potential for catastrophic or critical failure.
<b>CCL</b>	Defined in Part 772 of Title 15, CFR.
<b>CCL item</b>	Defined in Part 772 of Title 15, CFR.
<b>component</b>	Defined in Part 120 of Title 22, CFR.
<b>communication security equipment</b>	Materiel, equipment, and items designed to provide security to telecommunications by converting information to a form unintelligible to an unauthorized interceptor and, subsequently, by reconvertng such information to its original form for authorized recipients; also, equipment designed specifically to aid in, or as an essential element of, the conversion process. Communication security equipment includes



<b>TERM</b>	<b>DEFINITION</b>
	crypto-equipment, crypto-ancillary equipment, crypto-production equipment, and authentication equipment.
<b>declassification</b>	The act of destroying the classified information inherent in property such that the information cannot be reconstituted.
<b>defense article</b>	Defined in Section 120.6 of Title 22, CFR.
<b>defense service</b>	Defined in Section 120.9 of Title 22, CFR.
<b>DEMIL</b>	The act of eliminating the functional capabilities and inherent military design features from DoD and USCG personal property that requires certification and verification. DEMIL methods and degrees range from removal and destruction of critical features to total destruction by processes such as cutting, crushing, shredding, melting, or burning. DEMIL is used to prevent property from being used for its originally intended purpose and to prevent the release of inherent design information that could be used against the United States. DEMIL is applied to material in both serviceable and unserviceable condition.
<b>DEMIL Administrator</b>	DEMIL representative designated by a Military Department to provide oversight of DEMIL for that Department in accordance with DoDI 4160.28.
<b>DEMIL certifier</b>	An individual who is a U.S. person (USG employee or defense contractor personnel) who is technically qualified and trained appropriately to perform physical demilitarization, operate DEMIL equipment or use other DEMIL methods or tools, and certify that the destructive action taken is sufficient to meet DEMIL requirements.
<b>DEMIL code</b>	A code assigned to DoD and USCG personal property that indicates the degree of physical destruction required, identifies items requiring specialized capabilities or procedures, and identifies items that do not require DEMIL but may require trade security controls for transfers of DoD and USCG personal property to parties outside of DoD and USCG control. The DEMIL code is used throughout an item's life cycle to identify control requirements required before release of DoD and USCG personal property from DoD and USCG control.
<b>DEMIL coder</b>	An individual who applies the DEMIL coding process and identifies a recommended DEMIL code.

<b>TERM</b>	<b>DEFINITION</b>
<b>DEMIL integrity code</b>	A code listed in Table 1 of Volume 1 of DoDM 4160.28 that identifies the result of a DEMIL code validation performed in accordance with Volume 1 of DoDM 4160.28.
<b>DEMIL verifier</b>	An individual who is a technically qualified U.S. Government employee, a U.S. citizen, and sufficiently knowledgeable of the DEMIL process for the material to be able to verify through visual inspection that destructive actions taken are sufficient to have met the DEMIL requirement.
<b>disposal</b>	End of an item's life-cycle tasks or actions for residual materials resulting from DEMIL or disposition operations.
<b>disposition</b>	The process of reusing, recycling, converting, redistributing, transferring, donating, selling, demilitarizing, treating, destroying, or fulfilling other end of an item's life-cycle tasks or actions for DoD property. Does not include real property (real estate).
<b>defense contractor</b>	Any individual, firm, corporation, partnership, association, or other legal non-federal entity that enters into a contract directly with the DoD to furnish services, supplies, or construction.
<b>EAR</b>	Department of Commerce export control regulations codified in Parts 730 through 774 of Title 15, CFR.
<b>EAR99</b>	A designator for items subject to the EAR in accordance with Parts 730-774 of Title 15, CFR, that are not elsewhere specified in a CCL category. See the EAR in Parts 734.2 and 734.3 of Title, CFR, for more information.
<b>end item</b>	A final combination of end products, component parts, or materials that is ready for its intended use, e.g., ship, tank, mobile machine shop, or aircraft.
<b>engineering support activity</b>	Organizations that provide engineering and technical assistance such as developing, validating and approving technical data packages; developing, and reviewing engineering criteria; representing Military Service engineering interests; and providing technical guidance and decisions required in the management and procurement of an item for its entire life-cycle.
<b>export</b>	Defined in DoDI 2030.08.
<b>ECCN</b>	Defined in Part 772 of Title 15, CFR.

<b>TERM</b>	<b>DEFINITION</b>
<b>export-controlled personal property</b>	Defined in DoDI 2030.08.
<b>gaining item manager</b>	The organization responsible for assuming integrated materiel management functions of an item or group of items in accordance with DoDM 4140.68.
<b>inventory control point</b>	An organizational unit or activity within the DoD supply system assigned the primary responsibility for the materiel management of a group of items either for a particular Military Department or for the DoD as a whole. In addition to materiel management functions, an inventory control point may perform other logistics functions in support of a particular Military Department or for a particular end item (e.g., centralized computation of retail requirement levels and engineering tasks associated with weapon system components).
<b>ITAR</b>	Department of State regulations codified in Parts 120 through 130 of Title 22, CFR, to control the permanent and temporary export and temporary import of defense articles and defense services.
<b>item manager</b>	An organization assigned the responsibility for materiel management functions such as requirements determination, procurement, distribution overhaul, and repair of reparable materiel, DEMIL, and disposal of materiel.
<b>HP</b>	<p>A composite term used to describe DoD property that contains elements that may be hazardous to human health, human safety, or the environment. Various federal, State, and local safety and environmental laws regulate the use and disposal of HP. In more technical terms, HP includes property having one or more of the following characteristics:</p> <ul style="list-style-type: none"><li>- Has a flashpoint below 200 degrees Fahrenheit (93 degrees Celsius) closed cup, or is subject to spontaneous heating or is subject to polymerization with release of large amounts of energy when handled, stored, and shipped without adequate control.</li><li>- Has a threshold limit value equal to or below 1,000 parts per million for gases and vapors, below 500 milligram per cubic meter (<math>\text{mg}/\text{m}^3</math>) for fumes, and equal to or less than 30 million particles per cubic foot or <math>10 \text{ mg}/\text{m}^3</math> for dusts (less than or equal to 2.0 fibers/cc greater than 5 micrometers in length for fibrous materials).</li><li>- Causes 50 percent fatalities to test animals when a single oral dose is administered in doses of less than 500 milligrams per kilogram of test animal weight.</li></ul>

<b>TERM</b>	<b>DEFINITION</b>
	<ul style="list-style-type: none"><li>- Is a flammable solid as defined in Section 173.124 of Title 49, CFR, or is an oxidizer as defined in Section 173.127 of Title 49, CFR, or is a strong oxidizing or reducing agent with a half cell potential in acid solution of greater than +1.0 volt, as specified in Latimer's table on the oxidation-reduction potential.</li><li>- Causes first-degree burns to skin in short-time exposure, or is systematically toxic by skin contact.</li><li>- May produce dust, gases, fumes, vapors, mists, or smoke with one or more of the above characteristics in the course of normal operations or from a destructive action.</li><li>- Produces sensitizing or irritating effects.</li><li>- Is radioactive.</li><li>- Has special characteristics which, in the opinion of the manufacturer, could cause harm to personnel if used or stored improperly.</li><li>- Is hazardous in accordance with Occupational Health and Safety Administration, Part 1910 of Title 29, CFR.</li><li>- Is hazardous in accordance with Part 1910 of Title 29, CFR.</li><li>- Is regulated by the Environmental Protection Agency in accordance with Title 40, CFR.</li></ul>
<b>item</b>	The individual items (units) included in a category of items identified by a national stock number with the same form, fit, and function. The individual items (units) included in a category could be manufactured by multiple sources.
<b>key point</b>	The part, component, alignment point, attachment fitting, or feature of a next higher assembly that requires DEMIL.
<b>life cycle</b>	The total phases through which an item passes from the time it is initially developed until the time it is either consumed in use or disposed of as being excess to all known materiel requirements.
<b>limited DEMIL</b>	DEMIL action that renders an item inoperable but retains an item's display value while also preventing viewing of internal, DEMIL required design features.
<b>logistics reassignment</b>	The transfer of integrated materiel management, primary inventory control activity, or secondary inventory control activity responsibilities from one manager to another manager or a migration of item management from one nonconsumable item materiel support code to another based on the degree of materiel support or repair responsibility.

<b>TERM</b>	<b>DEFINITION</b>
<b>losing item manager</b>	The organization responsible for relinquishing integrated materiel management functions in accordance with DoDM 4140.68.
<b>material</b>	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.
<b>materiel</b>	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.
<b>munitions list item</b>	Any item contained on the USML listed in Part 121 of Title 22, CFR.
<b>mutilation</b>	The act of making items unfit for their intended purpose by methods such as cutting, tearing, scratching, crushing, breaking, punching, shearing, burning, or neutralizing, etc.
<b>non-sensitive</b>	Property that does not require a high degree of protection and control due to statutory requirements or regulations.
<b>original classification authority</b>	Defined in Volume 1 of DoDM 5200.01.
<b>part</b>	Defined in Parts 120-130 of Title 22, CFR.
<b>personal property</b>	Property except real property. Excludes records of the Federal Government, battleships, cruisers, aircraft carriers, destroyers, and submarines.
<b>physical DEMIL</b>	The destructive action taken to eliminate the functional capabilities and inherent military design features from DoD and USCG personal property.
<b>physical safety hazards</b>	HP characteristics that would create a hazard to life or other safety risk to personnel.
<b>residue</b>	Material remaining after completion of physical DEMIL.
<b>security classified material</b>	An item that must be protected from unauthorized disclosure in the interest of national security and assigned a security classification. Classifications include CONFIDENTIAL, SECRET, and TOP SECRET.

<b>TERM</b>	<b>DEFINITION</b>
<b>scrap</b>	Recyclable waste and discarded materials derived from items that have been rendered useless beyond repair, rehabilitation, or restoration such that the item's original identity, utility, form, fit and function have been destroyed. Items can be classified as scrap if processed by cutting, tearing, crushing, mangling, shredding, or melting. Intact or recognizable USML or CCL items, components, and parts are not scrap. Section 102-36.40 of Title 41, CFR and Section 770.2 of Title 15, CFR provide additional information on scrap.
<b>Security Cooperation Organization</b>	Defined in the Security Assistance Management Manual.
<b>sensitive</b>	Property requiring a high degree of protection and control due to statutory requirements or regulations (e.g., narcotics and drugs, precious metals, high value or highly technical assets, hazardous assets, or small arms, ammunition, explosives, and demolition material).
<b>special programs</b>	Programs specified by legislative approval, such as foreign military sales, law enforcement agencies, and fire fighters, in accordance with DoDM 4160.21.
<b>technical data</b>	Includes technical information subject to the ITAR in Part 120 of Title 22, CFR, technical information subject to the EAR, and items defined as technology in Part 772 of Title 15, CFR.
<b>trade security controls</b>	Defined in DoDI 2030.08.
<b>transfer</b>	Defined in DoDI 2030.08.
<b>turn-in</b>	Physically provide an item from one organization to another organization with all the appropriate documentation.
<b>U.S. person</b>	Defined in Part 120.15 of Title 22, CFR, also known as the ITAR.
<b>USML</b>	A list, published by the Department of State in Part 121 of Title 22, CFR, which delineates the articles, services, and related technical data designated as defense articles and defense services that are subject to the ITAR export control regulations.

## REFERENCES

- Cataloging Data and Transaction Standards<sup>1</sup>
- Code of Federal Regulations, Title 15
- Code of Federal Regulations, Title 22
- Code of Federal Regulations, Title 29, Part 1910
- Code of Federal Regulations, Title 40
- Code of Federal Regulations, Title 41, Section 102-36.40
- Code of Federal Regulations, Title 49
- Defense Explosives Safety Regulation 6055.09, Edition 1, January 13, 2019
- Defense Federal Acquisition Regulation Supplement, current edition
- DoD Directive 5135.02, “Under Secretary of Defense for Acquisition and Sustainment (USD(A&S)),” July 15, 2020
- Defense Security Cooperation Agency, “Security Assistance Management Manual,” current edition
- DoD Instruction 2030.08, “Implementation of Trade Security Controls (TSC) for Transfers of DoD Personal Property to Parties Outside DoD Control,” February 19, 2015, as amended
- DoD Instruction 4140.01, “DoD Supply Chain Materiel Management Policy,” March 6, 2019
- DoD Instruction 4140.67, “DoD Counterfeit Prevention Policy,” April 26, 2013, as amended
- DoD Instruction 4160.28, “DoD Demilitarization (DEMIL) Program,” April 7, 2011, as amended
- DoD Instruction 5015.02, “DoD Records Management Program,” February 24, 2015, as amended
- DoD Instruction 5160.68, “Single Manager for Conventional Ammunition (SMCA): Responsibilities of the SMCA, the Military Services, and United States Special Operations Command (USSOCOM),” December 29, 2008, as amended
- DoD Manual 4100.39, “Federal Logistics Information System (FLIS) Procedures,” March 8, 2017, as amended
- DoD Manual 4140.01, Volume 6, “DoD Supply Chain Materiel Management Procedures: Materiel Returns, Retention, and Disposition,” March 8, 2017, as amended
- DoD Manual 4140.01, Volume 11, “DoD Supply Chain Materiel Management Procedures: Inventory Accountability and Special Management and Handling,” March 8, 2017, as amended
- DoD Manual 4140.68, “Integrated Materiel Management of Nonconsumable Items,” March 5, 2020
- DoD Manual 4140.72, “Management of Material Potentially Presenting an Explosive Hazard,” May 7, 2021
- DoD Manual 4160.21, Volume 1, “Defense Materiel Disposition: Disposal Guidance and Procedures,” October 22, 2015, as amended

---

<sup>1</sup> Located at DLA website <https://www.dla.mil/HQ/InformationOperations/DLMS/CDS/Publications/>

- DoD Manual 4160.21, Volume 2, “Defense Materiel Disposition: Property Disposal and Reclamation,” October 22, 2015, as amended
- DoD Manual 4160.21, Volume 3, “Defense Materiel Disposition: Reutilization, Transfer, and Sale of Property,” October 22, 2015, as amended
- DoD Manual 4160.21, Volume 4, “Defense Materiel Disposition: Instructions for Hazardous Property and Other Special Processing Materiel,” October 22, 2015, as amended
- DoD Manual 4160.28, Volume 1, “Defense Demilitarization: Program Administration,” August 9, 2017, as amended
- DoD Manual 5200.01, Volume 1, “DoD Information Security Program: Overview, Classification, and Declassification,” February 24, 2012, as amended
- DoD Manual 5200.01, Volume 3, “DoD Information Security Program: Protection of Classified Information,” February 24, 2012, as amended
- DoD 5220.22-M, “National Industrial Security Program Operating Manual,” February 28, 2006, as amended
- Federal Acquisition Regulation, current edition