



DEFENSE REUTILIZATION AND MARKETING SERVICE  
74 WASHINGTON AVENUE NORTH  
BATTLE CREEK, MICHIGAN 49037-3092

IN REPLY  
REFER TO DRMS J-363

November 21, 2009

MEMORANDUM FOR THE STATE OF OHIO  
ATTN: 1033 PROGRAM STATE COORDINATOR

SUBJECT: 1033 Program Compliance Review (PCR)

I. LESO will verify:

1. Is the State Coordinator appointed, in writing, by the current Governor of the State and is this letter on file?  

Yes/No
2. Has the current State Coordinator signed the current Defense Logistics Agency (DLA) Memorandum of Agreement (MOA)?  

Yes/No
3. Are the State Points of Contacts (POCs) appointed, in writing, by the current Governor appointed State Coordinator and is this on file?  

Yes/No
4. Has the State Coordinator delegated his/her approval authority to anyone, and if so, is a letter, signed by the State Coordinator, on file naming the individual(s)?  

Yes/No

II. Website Guidance

Have designated personnel performing the duties with the State 1033 Program received the following guidance, (1) DEMIL, (2) Law Enforcement Support Office (LESO) Operations and (3) Defense Reutilization and Marketing Service (DRMS) Operations? If not, are any provisions being made to provide such training? Note: See table below

WEBSITE FAMILIARITY	YES	NO
DEMIL Manuals <ul style="list-style-type: none"> <li>• Department of Defense (DOD) 4160.21-M, Defense Materiel Disposition Manual: (<a href="http://www.dtic.mil/whs/directives/corres/html/416021m.htm">http://www.dtic.mil/whs/directives/corres/html/416021m.htm</a>)</li> <li>• DOD 4160.21-M-1, Defense Demilitarization Manual: (<a href="http://www.dtic.mil/whs/directives/corres/html/416021m1.htm">http://www.dtic.mil/whs/directives/corres/html/416021m1.htm</a>)</li> </ul>	X	
LESO Operations <ul style="list-style-type: none"> <li>• LESO website: <a href="https://pubweb.drms.dla.mil/cmris">https://pubweb.drms.dla.mil/cmris</a></li> </ul>	X	
DRMS LESO Application <ul style="list-style-type: none"> <li>• LESO website: <a href="https://www.drms.dla.mil/leso/LesoHome.html">https://www.drms.dla.mil/leso/LesoHome.html</a></li> </ul>	X	
DRMS Operations <ul style="list-style-type: none"> <li>• DRMS website: (<a href="http://www.drms.dla.mil">http://www.drms.dla.mil</a>)</li> </ul>	X	

**III. Eligibility Requirements**

1. Are Application for Participation submitted by Law Enforcement Agencies (LEA) with arrest and apprehension authority signed by the Head of the LEA and by the State Coordinator?

Yes/No

**IV. Records Management**

1. Is there a State Plan of Operation on file? Yes/No
2. Does each LEA have a copy of the State Plan of Operation? Yes/No
3. Does the State Plan of Operation address the following areas (See Table)?

SECTION	YES	NO
a. Purpose	X	
b. Authority	X	
c. Staffing and Facility	X	
d. Terms and Conditions	X	
-LEA Eligibility Criteria	X	
-How to Enroll in the State 1033 Program	X	
-LEA Screener Criteria	X	
-Identification/Acquisition of Property	X	
-Transportation of Property	X	
-Storage of Property	X	
-Distribution of Property	X	

-Security of Property	X	
-Accountability of Property	X	
-Establish Inactive File	X	
-Utilization of Property	X	
-State Compliance Reviews	X	
-Transfer of Property	X	
**Aircraft/FSCAP	X	
**DEMIL Equipment	X	
**MLI/CCLI	X	
**Critical Federal Supply Class (FSC)	X	
-Disposal of Property	X	
**Aircraft/FSCAP	X	
**DEMIL Equipment	X	
**MLI/CCLI	X	
**Critical FSC	X	
-DEMIL of Property	X	
**Aircraft/FSCAP	X	
**DEMIL Equipment	X	
**MLI/CCLI	X	
**Critical FSC	X	
e. Training	X	
f. The State of        will:	X	
g. The LEA        will:	X	
h. Notices	X	
i. Termination Criteria	X	
j. Signatures (Chief of the LEA and State Coordinator)	X	

4. Was the State Plan of Operation recertified annually or when a new State Coordinator was appointed or whichever comes first?

Yes/No

V. Property and Inventory Control

1. Are the following accurate accountable records of all Section 1033 property maintained (See Table)?

FORMS	YES	NO	N/A
a. DRMS Form 103 with all justifications	X		
b. DD Form 1348 receipt	X		
c. DD Form 1348 turn-in	X		
d. Disposal documentation	X		
e. Transfer documentation	X		
f. Approved Bureau of Alcohol, Tobacco and Firearms (ATF) Form 10s ( <a href="http://www.atf.gov/forms/pdfs/f532010.pdf">http://www.atf.gov/forms/pdfs/f532010.pdf</a> ) SEE Definitions for proper form use of registration requirements.	X		
g. Approved ATF Form 5 (for transfers of weapons) <a href="http://www.titleii.com/pdf/010205-Form5.pdf">http://www.titleii.com/pdf/010205-Form5.pdf</a>	X		
h. Certificate of Aircraft Registration AC Form 8050-1 <a href="http://forms.faa.gov/info/new.asp?form%20number=8050-1&amp;open%20doc=N">http://forms.faa.gov/info/new.asp?form number=8050-1&amp;open doc=N</a>	X		
i. Other pertinent paperwork through the LBSO (i.e.	X		

justification forms, memo for record, etc.)			
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2. Regarding DEMIL items, Munitions List Items (MLI), Commerce Control List Items (CCLI), Aircraft, Flight Safety Critical Aircraft Parts (FSCAP) and items sensitive to theft, is there proper , (See Table)?

SENSITIVE ITEMS	YES	NO	N/A
a. Record Keeping	X		
b. Storage	X		
c. Handling	X		
d. Turn-Ins	X		
e. Transfers	X		
f. Disposals	X		
g. Other	X		

4. Have all reports of missing, lost, stolen, damaged, or destroyed property of Section 1033 been reported to the appropriate local, State and Federal officials and LESO? Note: If the property is DEMIL Coded C, D, E, F or G you have (24) Hours for notification. If your property is DEMIL Code A, B or Q you have within (7) days to report.

LESO Representatives expressed the importance of notifying the LESO Weapons Lead as soon as a weapon is reported lost, stolen, destroyed, or damaged.

Yes/No

5. In determining State Coordinator's recommendation for approval of LEA request, is consideration given to the needs and resources of its LEAs (i.e: size of LEA, mission requirement and like property on hand)?  
NOTE: LESO personnel must conduct a random search of records.

Yes/No

6. Does the State Coordinator (or authorized POC) sign all transfer DRMS 103 requests and approve all property requests made electronically?

Yes/No

7. Are monthly and annual reconciliations of property receipt being conducted (See Table)?

RECONCILIATION	YES	NO
MONTHLY - Items entering the Law Enforcement Equipment Database System (LEEDS) from DRMS. -Reconciliation conducted online -Validated and certified by State Coordinator -Documentation provided for mis-matched items -No un-reconciled items older than 90 days	X	
ANNUAL - Items on hand in LEEDS	X	

-Reconciliation of the following property: • Peacekeepers, APCs, Aircrafts, Night Vision Goggles/Sights, Weapons • DEMIL Code B - Q items • High Dollar Items (\$20,000 and above each) -Are serial numbers or tail numbers provided/available -Validated and certified by State Coordinator -On file -Forwarded to the LESO		
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VI. Transitional Distribution Point (TDP) and Customer Reserve Stock (CRS)

1. Is there an authorization document from DLA, on hand, authorizing your State to operate as a CRS?

Yes/No/N/A

2. Are CRS property requests earmarked for a specific LEA identifying them as the end user?

Yes/No/N/A

3. Is there an authorization document from DLA, on hand, authorizing your State to operate as a TDP?

Yes/No/N/A

4. Are TDP property requests earmarked for a specific LEA identifying them as the end user?

Yes/No/N/A

5. Are 1033 assets identified and stored apart from other categories of property such as 1122 and State Agencies for Surplus Property (SASP)?

Yes/No/N/A

VII. Compliance and Utilization Reviews

1. Is there a State compliance review program in place, and if not, is there a system whereby the State Coordinator validates that LEAs are complying with the terms and conditions of the 1033 program?

Mr. Aaron Gamble conducts many compliance reviews and educational visits within the state each year. Yes/No

2. Are periodic physical reviews and spot checks of LEA(s) property being conducted?

Mr. Aaron Gamble reviews at least 10% of LEAs which have equipment and weapons annually. Over 70 LEAs visited in 2009. Yes/No

- 3. If yes, provide the name and date of the LEA(s) that received the audit,

Checklists are retained within an electronic database maintained by Mr. Aaron Gamble and Mr. Craig Batzer.

Yes/No

- 4. What steps were taken to resolve cases of noncompliance with the MOA or State Plan of Operation?

Additional training is provided by Mr. Aaron Gamble and the threat of suspension is used as needed.

Yes/No

- 5. Provide all records identifying LEA reconciliation, and compliance review results.

LESO Representatives were shown that results are maintained in an electronic database.

Yes/No

VIII. Non-Utilized Property

- 1. Are current procedures in place for identifying and reporting serviceable property when no longer needed?

Property no longer needed is transferred to another LEA or turned in to a DRMO.

Yes/No

- 2. Determine what steps are taken to minimize the acquisition of unnecessary property.

The State POCs verify the justifications and downgrade or refuse requests as necessary.

Yes/No

- 3. Has there been an incident where a LEA has sold property received under the 1033 Program or received 1033 property for the sole purpose of selling it? If yes, provide details and supporting documentation of the outcome (who, what, when, where, how much).

All incidents are reported to DCIS.

Yes/No

IX. Compliance with the MOA

1. Is all property transferred consistent with requirements of the MOA?  
Yes/No

2. Does the State provide a written agreement of understanding for liability, property damage and/or workmen's compensation requirements?

Yes/No

**Conclusion:** The compliance review results for the State of Ohio were found to be excellent. Overall, the State of Ohio's 1033 Program is in compliance with the current terms and conditions as set forth in the MOA between DLA and the State.

Mr. Aaron Gamble is doing an outstanding job of marketing the 1033 Program to LEAs throughout the state of Ohio. Mr. Gamble is also very knowledgeable of the changes sent forward from LESO and implements them within the state immediately. Mr. Craig Batzer is very proactive in ensuring that the LEAs listed within LEEDS are accurate and he provided us with a list of disbanded LEAs to update the system. The electronic database used by the state points of contact is very impressive. Mr. Batzer showed us the 1401 Program Database which stores all of the LEA contact information as well as detailed information about weapons received through the 1033 Program. The CPIC Database maintains all of the state LEAs record electronically to include compliance reviews, Applications for Participation, turn-ins, transfers, disposals, etc. The points of contact also maintain a state website which has the most up to date 1033 Program guidance, forms, information, etc. The LESO Representatives were very impressed by the records keeping and promotion of the 1033 Program by Mr. Gamble and Mr. Batzer.

LESO Representatives and Mr. Aaron Gamble conducted site visits at the following LEAs:

1. Columbus Division Police Department
2. Dayton Police Department
3. Englewood Police Department
4. Clayton Police Department
5. Marion County Sheriff's Office
6. Findlay Police Department

LESO Representatives, Ms. Kelly Cuel and Mr. Marcus Loyd, would like to thank the State of Ohio, Mr. Larry McCartney, Mr. Craig Batzer, and Mr. Aaron Gamble for their hospitality.

As always, we at LESO stand ready to support and serve. If you have any questions or concerns, please feel free to contact us at 800-532-9946.

Attachment: LEA's visited

Columbus Division Police Department			
Property	Number in LEEDS	LEA Number On-Hand	Difference
a. Weapons	350	350	
b. Aircraft	0	0	
c. Total Vehicles (Armored Personnel Carriers (APCs), Peacekeepers, Trucks, etc.)	0	0	
d. Night Vision Equipment			
e. Boats	3	3	
f. Other Sensitive Items			

Dayton Police Department			
Property	Number in LEEDS	LEA Number On-Hand	Difference
a. Weapons	0	0	
b. Aircraft	0	0	
c. Total Vehicles (APCs, Peacekeepers, Trucks, etc.)	0	0	
d. Night Vision Equipment	0	0	
e. Boats	0	0	
f. Other Sensitive Items			

Englewood Police Department			
Property	Number in LEEDS	LEA Number On-Hand	Difference
a. Weapons	4	4	
b. Aircraft	0	0	
c. Total Vehicles (APCs, Peacekeepers, Trucks, etc.)	0	0	
d. Night Vision Equipment	0	0	
e. Boats	0	0	
f. Other Sensitive Items			



Clayton Police Department			
Property	Number in LEEDS	LEA Number On-Hand	Difference
a. Weapons	3	3	
b. Aircraft	0	0	
c. Total Vehicles (APCs, Peacekeepers, Trucks, etc.)	0	0	
d. Night Vision Equipment	0	0	
e. Boats	0	0	
f. Other Sensitive Items	0	0	

Marion County Sheriff's Office			
Property	Number in LEEDS	LEA Number On-Hand	Difference
g. Weapons	7	7	
h. Aircraft	1	1	
i. Total Vehicles (APCs, Peacekeepers, Trucks, etc.)	0	0	
j. Night Vision Equipment	0	0	
k. Boats	0	0	
l. Other Sensitive Items	0	0	

Hindlay Police Department			
Property	Number in LEEDS	LEA Number On-Hand	Difference
m. Weapons	14	14	
n. Aircraft	0	0	
o. Total Vehicles (APCs, Peacekeepers, Trucks, etc.)	0	0	
p. Night Vision Equipment	0	0	
q. Boats	0	0	
r. Other Sensitive Items	0	0	