



**DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON ANSBACH  
UNIT 28614  
APO AE 09177**

AMIM-ANG-ZA

30 August 2022

**MEMORANDUM FOR Garrison Commander, United States Army Garrison Ansbach, Unit 28614, APO AE 09177**

**SUBJECT: United States Army Garrison (USAG) Policy Letter #11 - Command Supply Discipline Program (CSDP)**

**1. References:**

- a. Army Regulation (AR) 710-2 (Supply Policy Below the National Level), Revised 28 March 2008, Appendix B.
- b. AR 735-5 (Property Accountability Policies), Revised 9 November 2016.
- c. Army Sustainment Command Supply Checklist, Section 1 Part III, Command Supply Discipline Program (CSDP), April 2015.
- d. Department of the Army Pamphlet 710-2-1 (Using Unit Supply System (Manual Procedures), 1 December 2016.
- e. Standard Operating Procedure (SOP) for Garrison Command Supply Discipline Program and Property Accountability, dated 2 August 2022.

**2. Policy.** All USAG Ansbach Soldiers, Civilian employees, and Host Nation employees will establish and implement an aggressive Command Supply Discipline Program (CSDP) IAW the above referenced guidance.

**3. Purpose.** The CSDP is a Commander's program designated to ensure that our organizations are in compliance with the Department of the Army's supply policies and procedures. The CSDP establishes command, supervisory, and managerial responsibilities necessary to comply with the following requirements:

- a. Maintain 100 percent property accountability and ensure the proper use, care, custody, safekeeping, and disposition of all government property.
- b. Promote supply economy, cost consciousness, and improve on our overall command asset visibility.
- c. Identify supply problems or issues in order to permit timely corrective action and improve our operations.
- d. Identify and correctly dispose of excess property (War on Excess).

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- e. Prevent fraud, waste, and abuse.
  - f. Ensure compliance with Army supply policies and procedures.
4. Responsibilities. Responsibilities of the CSDP program are as follows:
- a. USAG Ansbach Commander will appoint a Senior Logistics Manager as the CSDP Monitor to provide staff oversight for implementation. The CSDP monitor will perform internal CSDP evaluations IAW AR 710-2, Appendix B, at a minimum. The CSDP monitor will establish a XSDP Standard Operating Procedures (SOP).
  - b. CSDP monitor will provide the USAG Ansbach S-3 with a copy of the Appointment orders implementing the CSDP by using existing assets to avoid duplication or fragmentation of effort.
  - c. CSDP monitors will conduct CSDP evaluation, and provide the USAG S-3 a copy of the schedule along with the results of the evaluation.
  - d. CSDP monitors will integrate CSDP policies and procedures into local logistics regulations, SOPs, and policies as appropriate.
  - e. CSDP monitors will develop a local CSDP checklist using AR 710-2. They will modify the checklist as appropriate for the operating environment of their activity and submit a copy of the checklist to the USAG S-3.
5. Evaluations of the CSDP are as follows:
- a. Internal evaluations are conducted as described by the USAG Ansbach Commander on an annual basis IAW AR 710-2, table B-7.
  - b. External evaluations are conducted on a periodic basis IAW AR 710-2, table B-7 by the Logistics Readiness Center (LRC), serving as the Garrison S-4.
  - c. Further evaluations or Staff Assistance Visits (SAV) of subordinate organizations are conducted as directed by the command. Organizations within USAG Ansbach will be evaluated IAW the USAG S-3 CSDP Checklist.
6. This policy will remain in effect until rescinded or superseded.
7. The POC is Mr. D. James Charette at DSN 314-587-3001, commercial number 09641-70587-3001, or email [dana.j.charette.civ@army.mil](mailto:dana.j.charette.civ@army.mil).

  
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COL, AR  
Commanding