



**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS, 10TH MOUNTAIN DIVISION (LIGHT INFANTRY) AND FORT DRUM**  
**FORT DRUM, NEW YORK 13602-5000**

AFDR-CG

9 September 2021

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Memorandum #15, Command Maintenance Discipline Program (CMDP)

REFERENCES:

AR 350-1, Army Training and Leader Development, 10DEC17

AR 700-138, Army Logistics Readiness and Sustainability, 23APR18

AR 710-2, Supply Policy Below the National Level, 28MAR08

AR 750-1 Army Material Maintenance Policy, 28OCT19

AR 750-6, Army Equipment Safety and Maintenance Notification System, 12JAN18

AR 750-10, Army Modification Program, 23OCT19

DA PAM 710-2-1, Using Unit Supply System (Manual Procedures), 01DEC16

DA PAM 750-1, Commanders' Maintenance Handbook, 4DEC13

DA PAM 750-3, Soldiers' Guide for Field Maintenance Operations, 18SEP13

DA PAM 750-8, The Army Maintenance Management System (TAMMS) User Manual, 22AUG05

TB 43-0142, Safety Inspection and Testing of Lifting Devices, 28 FEB 97

FORSCOM GUIDANCE ARMY CMDP v2, 25JUL18

FORSCOM OPORD 200195, CORPS and MSC Tasked ISO Ground Maintenance Requirements, 02MAR20

FD Reg 750-1, Fort Drum Materiel Maintenance Policy, 29Apr20

1. The CMDP is a commander's responsibility designed to improve overall asset availability and readiness, enforce compliance with Army and FORSCOM policies, and promote ownership of maintenance operations. Commanders must recognize that

military discipline goes hand-in-hand with maintenance discipline. Maintenance discipline starts at the lowest level by maintaining and enforcing equipment serviceability and management of all maintenance operations. Irresponsible practices and behavior diminish combat power for all units and reduces the ability to execute requirements on the battlefield.

## 2. Division Focus Areas.

a. *Unit Maintenance SOP.* In accordance with DA Pam 750–3, all units performing field maintenance are required to have a maintenance Standing Operating Procedures (SOP) signed by the current unit commander. Units will use SOPs in conjunction with DA Pam 750–3, DA Pam 750–8, DA Pam 710–2–1, and AR 750-1. Battalion commanders will ensure that all units in their command meet this requirement, and SOPs will be audited during CMDP inspections semi-annually.

b. *Full Spectrum Maintenance Management.* Maintenance management applies to all Army equipment and maintenance supporting programs such as, but not limited to, Modification Word Order (MWO) program, Warranty Claims Program, Army Oil Analysis Program (AOAP), Sample Data Collection, Maintenance Reporting and Management System, Global Combat Support System (GCSS) Army, Automated Data Processing Equipment Maintenance, Chemical Agent Resistant Coating (CARC) Painting, Test, Measurement and Diagnostic Equipment (TMDE), Quality Deficiency Reports (QDRs), Aviation Maintenance Program, Repair and Return Program, Class IX Requisition, Receipt, and Issue Systems, Depot Repair and Return Programs, Overage and Repairable Returns, Theater Provided Equipment (TPE), RESET Programs, and so forth. All Army owned equipment must meet 10/20 standards to meet mission requirements. The CMDP inspection team will audit the full spectrum maintenance management approach during each semi-annual CMDP inspection.

c. *Recoverable Items Procedures.* BN CDRs will ensure that Maintenance SOPs address the process used to track and turn in recoverable items. Recoverable items are available in GCSS-Army for all open issues and turn-ins. Maintenance managers, commanders, and support operations personnel are responsible for monitoring and reconciling recoverable items within 10 days of receipt, as per the 10<sup>th</sup> Mountain Division TSOP. This process will be in the maintenance SOP, and the CMDP inspection team will audit the procedures during the CMDP inspections semi-annually.

d. *Property Book Reconciliation.* Commanders must ensure a process is established and documented in the maintenance SOP for conducting a monthly scrub of the unit property book in GCSS-Army for accuracy of equipment master data file and the master list for Test, Measurement, and Diagnostic Equipment (TMDE). The most current maintenance file will be utilized to ensure all reportable equipment is loaded correctly (i.e., Equipment Requirement Code) in GCSS-Army and that all TMDE is tracked accurately at the supporting TMDE facility. The reconciliation is to be a scheduled event

and must occur within five days prior to the Army Material Status System (AMSS) report submission to ensure accuracy.

e. *Shop Supply List.* Commanders are required to validate Shop Supply Lists quarterly for their shop stock items, and annually for their bench stock items as well as ensuring that this validation is documented in GCSS-Army. Field Maintenance Activities (FMAs) are authorized a limited amount of repair parts and supplies for effective maintenance operations. The types of maintenance related supplies authorized for FMAs are: shop stock, bench stock, and Combat Repair Team/Maintenance Support Team (CRT/MST) repair parts and supplies. Units will establish and maintain a SSL IAW AR 710–2 to ensure that vehicle repairs parts are available for proper maintenance of organic equipment in a timely manner.

f. *Maintenance Services.* Unit training calendars must annotate scheduled services IAW AR 750–1, DA Pam 750–1, and unit maintenance SOPs. This includes, but is not limited to, vehicles, weapons, night vision devices, TMDE, non-standard equipment, other rolling and non-rolling stock. Unit commanders are responsible to ensure that services are correctly documented in the maintenance plan and closed out, when complete, in GCSS-Army. Unit commanders must emphasize maintenance services to ensure equipment availability and accuracy of readiness reporting. This process will be audited during a semi-annual CMDP inspection conducted based upon the unit's training and transition schedule.

g. *Modification Management Information System.* Per AR 750-1, units will comply with and report through the Modification Management Information System (MMIS) in the Army Enterprise System Integration Program (AESIP). Modification Work Orders (MWOs), Safety Messages, and Precautionary Messages applicable to equipment in each unit populate in MMIS and are reported through this system of record. Maintenance SOPs must address a process to monitor, distribute, execute, and comply with MWOs and Messages in MMIS in order to ensure the safety of personnel and readiness of equipment. The CMDP inspection team will audit this process during each semi-annual CMDP inspection.

3. Subordinate commanders, at installation, unit, agency, and activity down to company, troop, and battery level will develop policies, training, and certifications consistent with fostering an exemplary culture of equipment serviceability and maintenance process management across their organizations by Army regulations, unit SOPs and this policy.

AFDR-CG

SUBJECT: Policy Memorandum #15, Command Maintenance Discipline Program

4. The point of contact for this policy is LTC Dwight Towler, the Division G4 at 315-774-2624 or [dwight.f.towler.mil@mail.mil](mailto:dwight.f.towler.mil@mail.mil).

MILFORD H. BEAGLE, JR.  
Major General, USA  
Commanding

DISTRIBUTION:

A