



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

AFDR-CG

09 September 2022

MEMORANDUM FOR SEE DISTRIBUTION

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

1. References.

- a. Army Regulation (AR) 350-1, Army Training and Leader Development, 10 December 2017
- b. AR 700-138, Army Logistics Readiness and Sustainability, 23 April 2018
- c. AR 710-2, Supply Policy Below the National Level, 28 March 2008
- d. AR 750-1 Army Material Maintenance Policy, 28 October 2019
- e. AR 750-6, Army Equipment Safety and Maintenance Notification System, 12 January 2018
- f. AR 750-10, Army Modification Program, 23 October 2019
- g. Department of the Army Pamphlet (DA PAM) 710-2-1, Using Unit Supply System (Manual Procedures), 01 December 2016
- h. DA PAM 750-1, Commanders' Maintenance Handbook, 4 December 2013
- i. DA PAM 750-3, Soldiers' Guide for Field Maintenance Operations, 18 September 2013
- j. DA PAM 750-8, The Army Maintenance Management System (TAMMS) User Manual, 22 August 2005
- k. Technical Bulletin (TB) 43-0142, Safety Inspection and Testing of Lifting Devices, 28 February 1997
- l. United States Army Forces Command (FORSCOM) GUIDANCE ARMY CMDP v2, 25 July 2018

- m. FORSCOM OPORD 200195, CORPS and MSC Tasked ISO Ground Maintenance Requirements, 02 March 2020
- n. Fort Drum (FD) Regulation 750-1, Fort Drum Materiel Maintenance Policy, 29 April 20

2. 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.

3. 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 Work 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*. Battalion commanders 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. 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 the 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 (SSL).* 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 an 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


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readiness of equipment. The CMDP inspection team will audit this process during each semi-annual CMDP inspection.

4. 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.

5. The point of contact for this policy is LTC Matthew Amsdell, the Division G4 at 315-774-2624 or matthew.t.amsdell.mil@army.mil



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