



DEPARTMENT OF THE ARMY
HEADQUARTERS, 1ST INFANTRY DIVISION AND FORT RILEY
BUILDING 580, REED AVENUE
FORT RILEY, KANSAS 66442-7000

AFZN-CG

9 September 2024

COMMANDER'S POLICY LETTER #15

SUBJECT: Controlled Exchange Policy

1. References:

- a. Ft. Riley Regulation 750-1, G4 Maintenance Policies and Procedures
- b. Army Regulation 750-1, Army Materiel Maintenance Policy
- c. ATP 3-04.7, Army Aviation Maintenance

2. Applicability: This policy applies to all personnel assigned to 1st Infantry Division and all units conducting maintenance activities on Fort Riley, KS.

3. Controlled exchange is the removal of serviceable components from unserviceable, economically repairable end items for immediate reuse in restoring a like item or weapon system to a fully mission capable (FMC) condition. If the controlled exchange is necessary, the commander or the commander's designated representative must authorize the exchange.

4. Commanders or the commander's designated representative (appointed in writing) have approval authority for three items per single platform and will follow guidelines IAW AR 750-1 when considering controlled exchange. The Brigade Commander has approval authority for an additional two items per single platform. The Division Commanding General retains approval authority above five items for a single platform.

5. For aviation equipment, controlled exchanges can be performed from a NMC aircraft to restore the aircraft to a mission capable (MC) condition. Controlled exchanges may be performed between partial mission capable (PMC) aircraft to bring one of the two aircraft involved to an FMC status. This can only occur if the controlled exchange aircraft remains in a PMC status. The Commander's Comments on the DA Form 1352 Report include all incidents of controlled exchange to notify Commanders and DA logistics agencies of parts supply problems.

6. For all controlled exchanges, once a controlled exchanged part is replaced on the losing platform the controlled exchange is considered closed and no longer counts toward the three open controlled exchanges discussed.

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7. Unit SOPs must document strict controls to prevent controlled exchange abuse. It is the duty of commanders at all echelons to ensure strict compliance, and they should expect to be held accountable if this mandate is not enforced. A commander who fails in this duty may be subject to adverse or punitive action that may include, but is not limited to, reprimand, relief for cause, and punishment under the UCMJ. I expect leaders at all levels to be engaged in the enforcement of this policy. Violation of this policy is punitive and may subject offenders to adverse action under the UCMJ.

8. The point of contact is CW5 Travis Martin, SR Automotive Maintenance Technician G4 at 785-240-0551, travis.w.martin2.mil@army.mil.



MONTÉ L. RONE
Major General, USA
Commanding