DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON
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FORT LEONARD WOOD, MISSOURI 65473-8300

ASGL-ESD (710-1c2)

JUL 08 2026

MEMORANDUM FOR All U.S. Army Garrison Personnel

SUBJECT: Garrison Policy 8 - Command Supply Discipline Program Policy

1. References:

a. Army Regulation (AR) 710-2 (Secondary Item Policy and Retail Level Management), 1 July 2024.

b. AR 735-5 (Policies and Procedures for Property Accountability), 30 April 2026.

c. AR 710-4 (Inventory Management Property Accountability), 26 December 2023.

2. Purpose: To establish Command Supply Discipline Program (CSDP) policy and procedures for United States Army Garrison (USAG), Fort Leonard Wood (FLW). This policy ensures implementation of property accountability directives from the USAG-FLW and higher headquarters.

3. Applicability: This policy is directive in nature and such, requires compliance by all personnel assigned to USAG, FLW.

4. Responsibilities:

a. The garrison commander is responsible for oversight of the CSDP within the USAG, FLW and will appoint a USAG, FLW CSDP monitor to:

(1) Administer the USAG CSDP program and provide overall guidance for the conduct of the program.

(2) Conduct or supervise the conduct of annual CSDP inspections for each directorate to ensure property accountability and CSDP policies are maintained.

(3) Provide periodic CSDP training to ensure that all personnel are knowledgeable of all property accountability requirements.

(4) Assist directorates with implementation of the CSDP and maintaining of accountability of all government issued property.

b. Directors are ultimately responsible for the CSDP in their directorate or office, and maintaining accountability of all government property. Directors will:

(1) Appoint a CSDP Monitor for their directorate with responsibility of managing the CSDP for the directorate or office.

(2) Ensure that all durable property is accounted for by NSN/Serial Number/Model Number and description on a hand receipt document.

(3) Ensure that annual inspections are conducted and documented with follow-up to ensure corrections are made.

(4) Ensure that all government property under their control is reviewed annually and verified against accountable records.

c. Directorate Command Supply Discipline Monitor responsibilities:

(1) Supervise and monitor a comprehensive CSDP program within the respective directorate.

(2) Conduct CSDP training, covering the requirements for property accountability and procedures required to support it.

(3) Conduct inspections annually to ensure that all durable property is signed for, down to the user level, and proper accountability procedures are utilized. Provide documented completion of inspections to the director.

5. Inspections: Inspections are required to be completed at least once annually. This requirement may be configured to accommodate surges or other seasonal loads as long as inspections of all internal operations are completed within a one-year schedule. To reduce disruptions, the annual inspection requirement for a directorate can be satisfied by the garrison CSDP monitor's inspection as long as the director and directorate CSDP monitor are involved with the annual Garrison CSDP monitor inspection. The inspections will be documented on the CSDP Inspection Checklist (encl). This check list may also be used to document training conducted by the CSDP Monitor.

6. This policy supersedes any previous policies and is in effect until superseded or rescinded.

7. The point of contact for this command policy is the Logistics Readiness Center, Fort Leonard Wood at (573) 596-0366.

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COL, LG
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