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United States Army Europe
Wiesbaden, Germany

Army in Europe
Regulation 5-13*

Headquarters
United States Army Installation Management Command
Europe
Sembach, Germany

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Management

Training Ammunition Management

***This regulation supersedes AE Regulation 5-13, 3 January 2013.**

For the Commander:

JARED S. SEMBRITZKI
Brigadier General, GS
Chief of Staff

Official:



SCOTT T. CHANCELLOR
Chief, Army in Europe
Document Management

Summary. This regulation prescribes administrative and operational policies and procedures for training ammunition management and to obtain ammunition for Army training events and exercises in Europe.

Summary of Change. The revision—

- Updates organizational names, office symbols, telephone numbers, and other administrative information throughout.
- Updates the list of Army in Europe primary training ammunition account holders ([app B](#)).
- Corrects timelines in [table C-1](#) to reflect prescribed dates ([app C](#)).
- Updates instructions for completing DA Form 1687 ([app D](#)).

Applicability. This regulation applies to HQ USAREUR staff offices, USAREUR major subordinate commands, USAREUR operational control (OPCON) commands, all USAREUR training ammunition account holders, and any other organizations under the OPCON of USAREUR.

Records Management. Records created as a result of processes prescribed by this regulation must be identified, maintained, and disposed of according to AR 25-400-2. Record titles and descriptions are available in the Army Records Information Management System website at: <https://www.arims.army.mil/>.

Supplementation. Organizations will not supplement this regulation without approval of the G3/7 Training and Exercise Division, Office of the Deputy Chief of Staff (ODCS), G3/7, HQ USAREUR.

Forms. This regulation prescribes [AE Form 5-13A](#). AE and higher level forms are available through the Army in Europe Library & Publishing System (AEPUBS) at: <https://www.aepubs.eur.army.mil/>.

Suggested Improvements. The proponent of this regulation is the USAREUR Training Ammunition Management Office, ODCS, G3, Headquarters, 7th Army Training Command (7th ATC) (mil 475-7000), on behalf of the G3/7 Training and Exercise Division, ODCS, G3/7, HQ USAREUR. Users may send suggested improvements to this regulation by sending an email to usarmy.bavaria.7atc.mbx.usareur-jmtc-tamo@mail.mil or by sending DA Form 2028 to HQ 7th ATC (AETT-GS-P), Unit 28130, APO AE 09114-8130.

Distribution. This regulation is available only electronically and is posted in AEPUBS at <https://www.aepubs.eur.army.mil/>.

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Glossary

SECTION I GENERAL

1. PURPOSE

a. This regulation establishes policies and procedures to request, receive, turn-in, and manage training ammunition.

b. Requests for waivers to the policy in this regulation must be sent through the unit operations section or a training ammunition officer (TAO) to the USAREUR Training Ammunition Management Office, Office of the Deputy Chief of Staff, G3, Headquarters, 7th Army Training Command (7th ATC) (AETT-GS-P), Unit 28130, APO AE 09114-8130.

c. The USAREUR Training Ammunition Management Office (TAMO) is the executive agent for management of training ammunition for the Army in Europe, and is the approval authority for waivers ([b above](#)). Neither the supporting ammunition support activity (ASA) nor their respective G3 or support operations (SPO) may grant waivers to requirements in this regulation.

2. REFERENCES

[Appendix A](#) lists references.

3. EXPLANATION OF ABBREVIATIONS AND TERMS

The [glossary](#) defines abbreviations and terms.

4. RESPONSIBILITIES

a. USAREUR G3/7. The USAREUR G3/7 will—

(1) Establish and approve all USAREUR ammunition requirements and manage authorizations.

(2) Approve priorities for meeting USAREUR ammunition stockage objectives.

(3) Coordinate and prioritize ammunition requirements and stockage objectives with the Sustainment Operations Division (SOD), Office of the Deputy Chief of Staff (ODCS), G4, HQ USAREUR.

(4) Execute all training ammunition policy through the USAREUR TAMO.

b. USAREUR G4. The USAREUR G4 will—

(1) Develop, synchronize, and maintain policy for logistics support of Army munitions.

(2) Develop and execute munitions distribution plans in support of USAREUR G3 requirements and priorities.

(3) Coordinate procedures affecting the authorization, issue, turn-in, and use of training ammunition with the G3/7 Training and Exercise Division (TREX).

(4) Direct ammunition management inspections in accordance with [AE Regulation 742-2](#).

(5) Participate in Army-level forums designed to support Army munitions requirements, programming, acquisition, and logistics management.

(6) Provide information to support USAREUR G3/7 munitions requirements risk assessments, and coordinate resourcing solutions for requirements in excess of current on-hand stocks.

(7) Coordinate support for foreign military sales and other transfers of U.S. Army training munitions to NATO Allies and non-NATO partner nations.

(8) Serve as the proponent for the logistics management of munitions, accountability, supply systems, and logistics information systems.

c. Commander, 21st Sustainment Command (21st SC). The commander, 21st SC will—

(1) Requisition approved USAREUR training ammunition from the appropriate U.S. Army Joint Munitions Command (JMC) and the U.S. Army Aviation and Missile Life-Cycle Management Command (USAAMCOM) item managers, in accordance with approved Total Army Ammunition Authorization and Allocation Conference (TA4C), and with Missile Item Distribution Plan (MIDP) allocations.

(2) Ensure USAREUR ASAs maintain adequate stocks on-hand to support 90 days of training ammunition based on USAREUR training ammunition forecasts, expenditures, and serviceable, unit-returned ammunition assets.

(3) Direct intra-theater shipments and redistribution of training munitions in accordance with approved munitions distribution plans, valid requirements, and changes in USAREUR training strategies.

(4) Notify the USAREUR G3/7 TREX when adequate on-hand training ammunition is in danger of not meeting forecasted requirements.

(5) Conduct a reconciliation and review of requirements and stocks with the USAREUR TAMO, and with the Munitions Management Office, SOD, ODCS, G4, HQ USAREUR before every TA4C and MIDP to determine accurate training munitions requirements and shortfalls, and other support issues.

(6) Provide the USAREUR TAMO with ASA stock-status reports on request.

d. Commander, 7th ATC. The commander, 7th ATC will—

(1) Execute all USAREUR training ammunition policies as the executive agent for training ammunition under the authority of the USAREUR G3/7.

(2) Identify USAREUR training ammunition requirements and manage authorizations within the Total Ammunition Management Information System (TAMIS).

(3) Identify training requirements which are not covered by, or are in excess of standards in training commission (STRAC) training strategy requirements, and coordinate authorizations with the Army Munitions Management Division, ODCS, G-3/5/7, HQDA.

(4) Conduct annual validations of command hierarchies, and of the accuracy of weapons and personnel densities, according to unit-level tables of organization and equipment (TOE) and tables of distribution and allowances (TDA).

(5) Review and validate command training ammunition requirements based on unit type, and on authorized weapons and personnel densities, according to TOE and TDAs.

(6) Provide the appropriate TAMIS user-level accounts to supported units, as well as to the supporting sustainment commands and ammunition support activities (ASA).

(7) Coordinate and manage priorities of issue for training ammunition when available assets do not meet training ammunition authorizations.

(8) Provide annual training ammunition authorizations to commands listed in [appendix B](#).

(9) Establish procedures to monitor and ensure the accuracy of requirements and forecasting within commands and in TAMIS.

e. Unit Commanders. Unit commanders will—

(1) Manage training ammunition in accordance with the policy and procedures established in this regulation, and in all other applicable HQDA and USAREUR guidance. Training ammunition authorizations are managed at the parent, derivative, augmentation, and carrier unit identification code (UIC) levels (in accordance with AR 71-32), established and approved by the DCS, G-3/5/7, HQDA, and identified in TAMIS. This level is generally indicative of battalions or separate companies. The type of UIC can be identified by the 5th and 6th characters as follows: parent UICs: AA; derivative UICs: T0, T1, A0, A1, B0, and B1; augmentation UICs: 91-99; and carrier UICs: 90. Commanders of these units are referred to as training ammunition account holders (TAAH), and they are responsible for the management of ammunition authorizations associated with their units, and with the accountability of ammunition items in their possession.

(2) Designate a primary training ammunition officer (PTAO) and an alternate training ammunition officer (ATAO). PTAOs and ATAOs must be appointed in writing and delegated the appropriate authority (DA Form 1687). The minimum rank for a PTAO or ATAO is staff sergeant. PTAOs and ATAOs must successfully complete the training ammunition managers course (TAMC) within 30 days of appointment. Appendix C provides procedures, format examples, and timelines for the appointment of PTAOs and ATAOs.

(3) Provide a copy of their assumption of command memorandum and delegation of authority (DA Form 1687) in portable document format (.pdf) to the USAREUR TAMO at: *usarmy.bavaria.7atc.mbx.usareur-jmtc-tamo@mail.mil* and to the appropriate ASA Accountable Officer. DA1687s must be completed in accordance with [app D](#).

(4) Maintain a copy of all documents identified in [\(3\) above](#).

(5) Ensure that all ammunition handlers are properly screened and have completed the Ammunition Handler's Certification Course (AHCC) at the Combined Arms Training Center (CATC) before receiving training ammunition.

(6) Ensure that training ammunition forecasts (projected usage) are saved in TAMIS before the lock-in. Forecasts will cover 3 months. (For example, ammunition required for the month of August should be forecasted no later than 31 May. 31 May locks in June, July and August, 30 June locks in July, August, and September).

(7) Ensure PTAOs and ATAOs are trained in the use of TAMIS for the management of unit training ammunition.

(8) Monitor training ammunition authorizations and sub-authorizations for subordinate units.

(9) Ensure subordinate organizations do not forecast, request, draw, or expend ammunition in excess of the authorized amount for the specified training event, in accordance with DA Pamphlet 350-38.

(10) Provide justification to the USAREUR TAMO, endorsed by the first commander in the rank of lieutenant colonel or higher, for all training ammunition authorization requests that exceed the annual authorization provided in the strategy tables of DA Pamphlet 350-38. [Appendix E](#) provides examples of written justifications.

(11) Establish unit policies and standing operating procedures (SOPs). SOPs should include unit procedures for forecasting, receipt, storage, accountability, administrative control, and explosives safety in accordance with this regulation and all other applicable HQDA and USAREUR guidance.

(12) Provide a command representative to attend the semi-annual USAREUR Ammunition Management Working Group (UAMWG). The representative must be currently assigned as a PTAO or ATAO.

(13) Comply with ammunition supply and accountability procedures outlined in all current HQDA and USAREUR regulatory and administrative guidance.

(14) Coordinate with the supporting ASA to establish necessary accounts and to monitor the status of required munitions support.

f. Unit PTAOs and ATAOs. Unit PTAOs and ATAOs will—

(1) Serve as the primary and alternate POCs for all issues pertaining to training ammunition authorizations, requirements, management, and processing within TAMIS.

(2) Verify personnel and weapons densities for the command, and for all subordinate units, in accordance with the guidelines established in this regulation, and as changes to unit structure, weapons, and personnel occur. TAOs will validate weapons densities and personnel strengths for each unit by—

(a) Using the requirements tool in TAMIS.

(b) Using the modification table of organization and equipment (MTOE) and table of distribution and allowances (TDA) data, as provided by the U.S. Army Force Management System (FMSWeb).

(3) Review and validate annual training ammunition requirements and forecasts for each Department of Defense Identification Code (DODIC) of ammunition that is required to meet the command's training plans, and post them in TAMIS according to timelines established in this regulation.

(4) Manage subordinate unit authorizations to meet valid requirements and to meet individual unit training needs for the fiscal year (FY). Authorizations remaining in parent accounts after 1 August, and listed as "available to sub-authorize," will be considered unnecessary and cross-leveled to other USAREUR commands by the USAREUR TAMO.

(5) Update forecasts each month and enter the forecasts in TAMIS before the 1st day of each month to lock-in (finalize) ammunition requirements for the next 3 calendar months. For example, ammunition required for August should be forecasted before 1 June. Forecasts should be locked in to the ASA closest to the actual training location whenever possible.

(6) Process and validate electronic DA Form 581s (e581s) for their units in support of the monthly forecasts of subordinate units in their command.

(7) Process forecasted and unforecasted training ammunition requests on separate e581s. Annotate the word "unforecasted" in the comments field for each DODIC line-entry on the applicable e581s.

(8) Attach the memorandum requesting unforecasted ammunition ([figure E-3](#)) to the associated e581 in TAMIS.

(9) Use TAMIS for all training ammunition management functions.

(10) Maintain a copy of all e581s and supporting documentation in compliance with the Army Records and Information Management System (ARIMS).

g. USAREUR ASA Accountable Officers. USAREUR ASA accountable officers will—

(1) Publish external guidance to clarify procedures for supported units.

(2) Process requests for issue and turn-in of training ammunition in accordance with current published HQDA and USAREUR regulatory and administrative guidelines.

(3) Maintain an active TAMIS account to effectively manage ASA requirements and operations.

(4) Maintain a copy of unit assumption-of-command and delegation of authority memorandums for all supported commands and subordinate activities.

(5) Coordinate with the Munitions Section, Support Operations (SPO), 21st SC, to address training ammunition shortages due to approved unforecasted requests.

(6) Assist supported units with issue document reconciliation by completing and validating an AE Form 5-13A for each issue document.

(7) Support the UAMWG by providing an ASA representative to brief statuses and to synchronize support with commands.

SECTION II

GENERAL AMMUNITION MANAGEMENT PROCEDURES

5. USAREUR AMMUNITION MANAGEMENT WORKING GROUP

The UAMWG is conducted to coordinate current and future training ammunition requirements, management, and support within USAREUR. This forum covers all aspects of USAREUR ammunition support to include requirements, authorizations, new equipment fielding and training, command-specific issues, and every other aspect of supported and supporting structure sustainment. The UAMWG includes representatives from every echelon of ammunition support within USAREUR, and it serves as a venue for resolution of training ammunition issues; as well as for operational and combat load ammunition issues, as required.

- a. The USAREUR TAMO will schedule the UAMWG.
- b. Representatives must be capable of addressing at least the following agenda topics—
 - (1) Current and next year authorizations based on developing mission requirements.
 - (2) Historical expenditure rates for the past 24 months.
 - (3) Obligated ammunition.
 - (4) Open documents status.
 - (5) Remaining training ammunition account balances for the current FY.
 - (6) Training requirements for the remainder of the FY.
 - (7) STRAC strategy authorizations (yearly).
 - (8) Unit personnel and weapons densities.
 - (9) Command cross-leveling strategy.
 - (10) Assigned weapons systems ammunition requirements and strategies.
 - (11) Operational issues effecting current and future training strategies.
 - (12) Expenditure trends.
 - (13) Non-reclaimed turn-in munitions.
 - (14) Amnesty procedures ([para 9](#)) and trends.
 - (15) Ammunition surveillance issues.
 - (16) Ammunition management inspection (AMI) trends, issues, and schedules.
 - (17) ASA operational concerns.

(18) Safety issues pertaining to unit explosives, and to the storage and use of training ammunition.

(19) Current and forthcoming policies and procedures.

6. TRAINING EVENT CODES AND MISSION EVENT CODES

The USAREUR TAMO can provide more detailed information about the use of codes.

a. DODICs. Units will—

(1) Use the appropriate four-digit DODICs when preparing an e581 for draw from ASAs. If an e581 is processed that does not use the proper DODIC, the ASA will not issue the ammunition until the discrepancy is resolved.

(2) Refer to DA Pamphlet 350-38, U.S. Army Special Operations Command (USASOC) Pamphlet 350-38, or the U.S. Army Training and Doctrine Command (TRADOC) approved programs of instruction (POI) for DODICs authorized for use by HQDA.

b. Training Event Codes (TECs). Units will use the appropriate TEC from [table 1](#) when preparing an e581 in TAMIS.

Table 1 Training Event Codes	
Event Code	Code Description
TRN	New Equipment Training (NET)
TRO	Training, Other (normally Marine Corps use)
TRP	Program of Instruction training (POI)
TRS	All STRAC Training

c. Mission Event Codes.

(1) Mission Event Codes (MECs) are HQDA-approved three-digit codes that provide commanders and ammunition managers additional query capabilities to track expenditures for specific missions or events (for example, Exercise Bright Star, Operation ENDURING FREEDOM).

(2) When required, units will enter a MEC in TAMIS when preparing the e581. Units will use MECs only as directed by the USAREUR TAMO, or by the Munitions Section, SPO, 21st SC.

(3) Do not use MECs for standard STRAC training events, normal gunnery, or qualifications. Units should leave the MEC block of the e581 blank unless directed by one of the offices in [\(2\) above](#).

7. TRAINING AMMUNITION FOR USE AT U.S. CONTROLLED TRAINING AREAS

- a. To limit unnecessary wear and tear of ammunition, units will draw only the quantity of ammunition required to conduct training planned for the current gunnery or range rotation. The USAREUR TAMO may reduce future event authorizations if a unit draws excessive training ammunition to support events beyond established requirements.
- b. When possible, unit TAOs will consolidate subordinate unit requests to reduce the number of open documents. Unit TAOs should close previously submitted documents and consolidate small-unit requests.
- c. On completion of a training event, units will reconcile e581s within 5 workdays. In addition, the approver must reconcile the e581 in TAMIS within 10 calendar days after the last day of training. If the unit does not reconcile the document, the document becomes delinquent. Units with delinquent documents will be suspended from further issues of training ammunition until documents are reconciled.
- d. Commanders are authorized to temporarily draw, store, and secure training ammunition in a properly licensed storage facility (for example, an arms room, or an earth-covered magazine) for a period not to exceed 90 days.
- e. Units will maintain a DA Form 3020-R, in accordance with DA Pamphlet 700-16, for all training ammunition stored for more than 24 hours.
- f. Commanders will ensure that training ammunition is inventoried daily, for items stored in a field environment; and monthly, for items secured using the intrusion detection system (IDS).
- g. Units must physically separate training ammunition from operational and combat-load ammunition within the same storage area.

8. TRANSPORTATION, SAFETY, AND SECURITY OF AMMUNITION

Refer to the following publications for—

- a. Transportation.** AR 190-11, AR 190-13, [AE Regulation 55-1](#), [AE Regulation 55-4](#).
- b. Safety.** DA Pamphlet 385-64, [AE Regulation 385-64](#).
- c. Security.** AR 190-11, AR 190-13.

9. RECOVERED AMMUNITION (AMNESTY)

- a. USAREUR ammunition amnesty programs are intended to maximize recovery of military ammunition and explosive (A&E) items found outside the supply system. They are not intended to circumvent normal turn-in procedures. The ammunition amnesty program provides an opportunity for individuals, free from fear of prosecution, to return ammunition found, stolen, misplaced, or erroneously left in the possession of a unit after turn-in; and after finalized reconciliation of the issue document.
- b. Ammunition amnesty turn-ins will not be the sole basis for the initiation of an investigation or prosecution.

c. Garrisons, installations, and forward operating bases with elements that use ammunition will establish an A&E amnesty program.

d. Contact supporting garrison safety personnel for amnesty times and locations.

e. All UASREUR ASAs (except for ASA7) have ammunition amnesty points located within their facilities. Contact ASA personnel for hours of operation for ASA amnesty points.

f. Commanders will—

(1) Monitor the amnesty program as an indicator of the effectiveness of ammunition accountability.

(2) Ensure assigned personnel are briefed on A&E amnesty program policies and procedures every 6 months and before each exercise or training event that requires the use of A&E.

g. All found ammunition, excluding U.S. small arms ammunition (up to and including .50 caliber), will be considered hazardous and will only be moved by trained personnel. Small arms ammunition (up to .50 caliber) may be transported to a local amnesty point or supporting ASA by military police, or by the local supporting range control station, for disposition.

10. AMMUNITION MALFUNCTION PROCEDURES

Units will report ammunition or explosives malfunctions in accordance with AR 75-1, [AE Regulation 700-150](#), and the local range SOP.

SECTION III TAMIS

11. GENERAL

a. TAMIS is the accredited U.S. Army system for managing ammunition for the following uses: training, combat-load, NET, operational-load, operational-project, sustainment-load, and testing.

b. TAMIS provides real-time, web-based enterprise information. TAMIS processes data defined by the U.S. Army as unclassified and nonsensitive using advanced security features for additional protection against unauthorized use.

c. The USAREUR TAMO is the primary trainer, administrator, and help desk respondent for Army in Europe TAMIS users. Additional information is available by contacting the USAREUR TAMO at military 475-6104/8253/8348, or email: *usarmy.bavaria.7atc.mbx.usareur-jmtc-tamo@mail.mil*.

12. PURPOSE OF TAMIS

TAMIS is a management tool and database to establish, maintain, and manage ammunition requirements, authorizations, and forecasts, and to monitor expenditures. TAMIS—

a. Provides real-time information.

b. Calculates requirements for training, operational, and combat load munitions.

- c. Ensures compliance with established authorization levels.
- d. Creates and routes e581s, requests for issue or turn-in.
- e. Generates ammunition forecasts to ASAs.
- f. Provides standardized and ad hoc query ammunition management reports.

13. TAMIS USERS

- a. The following are authorized TAMIS users:

(1) Office of the Director of Training (DAMO-TRS), Deputy Chief of Staff, G-3/5/7, Headquarters, Department of the Army, 400 Army Pentagon, Washington DC 20310-0400.

(2) Army commands, Army service component commands, and direct-reporting units.

(3) Active Army installations and ASAs.

(4) Training ammunition managers at the brigade, battalion, and separate company levels. Separate companies (for example, 19th Battlefield Coordination Detachment; C Company, 53d Signal Battalion) will be treated as battalions for TAMIS purposes.

b. Battalions or separate companies are the lowest authorized levels of TAMIS management. All companies in a battalion will requisition and forecast ammunition using the battalion UIC, and appropriate Department of Defense Activity Address Code (DODAAC).

(1) Units will use the DODAAC with the description “UNSUPPLY” (unit supply) for training ammunition.

(2) Units will use the DODAAC with the description “PB/PBUSE” (Property Book/Property Book, Unit Supply, Enhanced) for operational and combat load ammunition.

(3) The Army Enterprise Systems Integration Program (AESIP) is the portal for UIC/DODAAC verification: <https://www.aesip.army.mil/irj/portal>.

14. ATTENDING THE TAMC

a. Units will use the Army Training Requirements and Resources System (ATRRS) (<https://www.atrrs.army.mil>) to enroll personnel in the Training Ammunition Management Course at the Combined Arms Training Center (CATC). Each student must—

(1) Meet the course text prerequisites in ATRRS.

(2) Be an officer, warrant officer, staff sergeant or above; or a civilian employee in the grade of GS-5 or above.

(3) Be appointed by their battalion-level or higher commander as the unit PTAO or ATAO.

b. At least 1 week before the class starts, students will send the following by email to the USAREUR TAMO at: *usarmy.bavaria.7atc.mbx.usareur-jmtc-tamo@mail.mil*:

(1) PTAO and ATA0 duty appointment memorandums.

(2) A signed DA Form 1687 with an assumption-of-command order attached (DA Pam 700-16).

NOTE: HQDA no longer requires the use of DA Form 7281 when screening and evaluating personnel for duties involving control of all categories of AA&E. Units that send students to the TAMC will use screening and evaluation procedures prescribed by the Army Physical Security Program.

c. The CATC funds this course. CATC registration information is available at military 476-3962.

d. The TAMC provides information about common ammunition forms, ammunition management functions, STRAC requirements, and the use of TAMIS.

e. The TAMC is not an ammunition handlers' course.

SECTION IV

REQUIREMENTS, AUTHORIZATIONS, AND FORECASTING

15. CALCULATING REQUIREMENTS

a. Determining training ammunition requirements ensures that each organization receives the ammunition needed to perform mandatory qualification and sustainment training as prescribed by: AR 350-1, DA Pamphlet 350-38, USASOC Pamphlet 350-38, and TRADOC approved POIs.

b. The STRAC manual (DA Pam 350-38) provides applicable units with a strategy for each weapon system. Centers of Excellence (COEs) establish the strategy based on coordinated input from HQDA, Army units, and combat developers.

c. The STRAC determines the quantities and types of ammunition required for Soldiers, crews, and units to attain and sustain weapon proficiency based on unit readiness levels while maximizing the use of training aids, devices, simulators, and simulations.

d. Ammunition management success is based on the interactive exchange between TRADOC and Army units on proponent issues and strategies. This process helps develop training ammunition requirements for units to reach and sustain desired readiness levels.

16. AUTHORIZATIONS MANAGEMENT

a. Primary TAAHs within the Army in Europe will receive initial authorizations for the next FY from the USAREUR TAMO by 1 July of the current FY. The primary TAAHs will provide initial authorizations for the next FY to their subordinates by 15 July of the current FY. The USAREUR TAMO will not consider requests for FY authorization increases until at least the first UAMWG of that FY; or when a unit has reached 50 percent expended (whichever comes first).

b. The USAREUR TAMO will process any requests for additional authorizations on a case-by-case basis. Units must provide any requests at least 30 days before the projected training date. These requests are not guaranteed to be filled. The USAREUR TAMO will determine whether other USAREUR organizations can provide support, or if USAREUR will send the request to HQDA for consideration.

c. The USAREUR TAMO will post any changes to authorizations throughout the FY in TAMIS as an adjustment to the current authorization. TAMIS expenditure data will also be based on the new authorization.

d. Unused training authorizations in unit accounts after 31 March will remain in the unit account until the USAREUR TAMO determines if other units will need those authorizations. Turning in authorizations after 31 March to improve expenditure rates is prohibited.

17. FORECASTING

a. Forecasts are projections of the quantity of ammunition that a unit plans to expend by month. Forecasts are important for distributing assets and ensuring that HQDA is aware of projected usage. Units must forecast the available ammunition authorizations, as shown in TAMIS, by identifying the supporting ASA for issue and the month required for at least 3 months (starting with the current month). Units must update forecasts in TAMIS before the first day of each month to lock in ammunition requirements for the current and next 2 months.

b. TAMIS is the HQDA-approved forecasting tool, but proper forecasting remains the responsibility of the unit.

c. TAMIS forecasts must not exceed the total authorization for those items. When a unit intends to forecast an item for which it does not have an authorization, the unit must coordinate the authorization with the USAREUR TAMO before submitting the TAMIS forecast.

d. Units cannot forecast until the unit authorizations are posted in TAMIS. Entered forecasts are considered “authorizations forecasting” ([glossary](#)).

SECTION V ASA PROCEDURES

18. DELEGATION OF AUTHORITY TO REQUEST, APPROVE, RECEIVE, AND TURN-IN TRAINING AMMUNITION

a. In accordance with AR 190-13, appendix E, units will screen and train personnel delegated the authority to request, approve, receive, and turn-in training ammunition.

b. Units establishing a training ammunition account at the supporting ASA will provide the accountable officer appropriate documentation in accordance with DA Pamphlet 710-2-1, paragraph 2-28.

19. REQUESTS FOR ISSUE

a. General.

(1) Units will request all training ammunition using the e581 module in TAMIS. If TAMIS is unavailable, the USAREUR TAMO will provide interim guidance.

(2) Units will submit the e581 with a tentative requested issue date in the required delivery date (RDD) field. Unit must contact the supporting ASA to schedule an issue appointment as early as 30 days, but not less than 72 hours prior to the RDD.

(3) Units will enter their RDD in block 9 of the e581. Units must enter “0000” in the requested-appointment time block. The TAMIS-generated email verifying an ASA-accepted e581 does not validate the date or time of an appointment. The unit representative must contact the supporting ASA telephonically to schedule an issue appointment.

(4) For units arriving at the ASA on the day of the appointment with insufficient qualified transportation capacity, the ASA will reduce the ammunition issue according to what the unit can transport with available vehicles. Partial issues are not authorized.

(5) ASAs will prioritize the issue of training ammunition by condition code (CC) according to AR 725-50. The issue priority is as follows:

- (a) CC C (local lot numbers).
- (b) CC C (manufacturer lot numbers).
- (c) CC B (restriction code B01).
- (d) CC A (oldest to newest).
- (e) Missile and other shelf-life sensitive items (oldest to newest).

b. Forecasted Training Ammunition.

(1) Units will use the e581 process to request forecasted training ammunition.

(2) Units will not mix forecasted and unforecasted training ammunition requests on the same e581.

(3) e581s will be limited to a maximum of 27 items. A maximum of 7 items will be entered on the first page, and a maximum of 20 items on the continuation page.

(4) Units (UIC level) will not have more than eight open documents at any given time.

c. Unforecasted Training Ammunition.

(1) Training ammunition requests are unforecasted when any of the following apply:

(a) The unit did not submit their forecast in the forecasting module within TAMIS.

(b) The training ammunition request includes unapproved quantities based on the TAMIS-forecasted, UIC-detailed report.

(c) The training ammunition request includes a quantity in excess of the forecasted quantity.

(2) Units must provide written justification to the supporting ASA when requesting unforecasted training ammunition (fig E-3). The justification must state the effect on the mission if the unforecasted request is not supported. A lieutenant colonel or above in the unit chain of command must sign the memorandum for the first two occurrences in the FY of unforecasted requests. The first colonel or above in the chain of command must endorse the third or further occurrences in the FY (fig E-3 provides a sample).

(a) If the ASA has sufficient unobligated quantities of the requested ammunition, the ASA will obligate the items to support the unforecasted requirement when the e581 is accepted.

(b) Upload the signed unforecasted memorandum (fig E-3) to the associated e581 in TAMIS.

d. High-Priority Requests for Unforecasted Ammunition and Short-Notice Shipment.

Forecasting determines the ASA stockage levels. If items are not forecasted, they will not be shipped to the supporting ASA. All unforecasted requests for training ammunition must be approved by the Munitions Branch, SPO, 21st SC.

(1) A memorandum of justification for unforecasted training ammunition (fig. E-3) must be submitted to Munitions Branch, SPO, 21st SC, and to the supporting ASA, by email at the same time that the training ammunition request is submitted via TAMIS. If approved by 21st SC, the request may be supported by the ASA if resources are available. Endorsement requirements associated with the justification memorandum are described below. Units are encouraged to use the “distribution list” emails provided in figure E-3 instead of individual email accounts when contacting 21st SC and the supporting ASA.

(a) For the first two occurrences of an unforecasted training ammunition request within the same fiscal year (FY), the justification memorandum must be endorsed by a lieutenant colonel or above in the unit’s chain of command.

(b) For the third and subsequent occurrences of an unforecasted training ammunition request within the same FY, the justification memorandum must be endorsed by a colonel or above in the unit’s chain of command.

(c) Munitions Branch, SPO, 21st SC, will notify the unit and the supporting ASA if the request can be completely or partially supported.

(2) Unforecasted requirements may also result in the requesting unit being charged transportation fees associated with the short-notice, unplanned shipments. Units submitting unforecasted training ammunition requests, which require unplanned movement of ammunition, must send a short-notice ammunition shipment memorandum to the Munitions Branch, SPO, 21st SC. Endorsement requirements associated with the justification memorandum are described below.

(a) For requests requiring shipments between 6 and 30 calendar days of the RDD, the memorandum must be endorsed by the first colonel or above in the unit's chain of command.

(b) For requests requiring shipments within 5 days of the RDD, the memorandum must be endorsed by the first general officer in the unit's chain of command.

20. REQUESTS FOR TURN-IN

a. General.

(1) Units will request turn-in of live ammunition items and turn-in of packaging materials using separate document numbers on manual DA Form 581s.

(2) Units will schedule turn-in appointments as soon as possible, preferably at the time of issue.

(3) Units will provide personnel to assist with all ammunition receipt and turn-in processes, including loading and unloading vehicles within the ASA.

(4) Units will return assets in the original packaging configuration. Packaging will be marked with appropriate identification markings (DODIC, stock number, lot number, and quantity).

(5) Ammunition for turn-in that is incomplete or damaged (for example, missing propelling charge, missing safety pins, damaged rounds) is considered unserviceable. Units will not receive turn-in credit (TAMIS authorizations) for unserviceable ammunition in CC H. These assets will count as expenditures in the unit TAMIS account for the applicable FY.

(6) The unit must prepare a DA Form 5811-R for missing ammunition, and for residue and packing material; and in instances in which ASA inspectors determine that ammunition is unserviceable because of reasons other than normal wear and tear. Until the ASA receives a completed DA Form 5811-R, the ASA will not consider the issue document reconciled.

(7) Units will complete and submit a DA Form 5692-R for items expended during training which have a "T" designation in the reconciliation of DA Pamphlet 700-16, appendix F, table F-4.

(8) Units should only open containers for the amount of ammunition needed for immediate expenditure. If the ASA suspects damage, notices obvious tampering of the original container, or identifies opened containers (seals or banding is broken), the ASA will perform a 100-percent inspection to determine the condition of the ammunition.

(9) ASA personnel may open and sample-inspect ammunition returned in unopened, original containers according to ASA SOPs.

(10) Units and ASAs must store ammunition with service or shelf-life restrictions in areas protected from the weather.

(11) Units requesting turn-in of live ammunition items or packaging material must complete an e581 for turn-in.

(12) ASAs are responsible for completing AE Form 5-13A ([app F](#)).

(13) Units are responsible for completing the appropriate missile-firing-data reports according to DA Pamphlet 700-19.

b. Live Ammunition Turn-in. Personnel will—

- (1) Separate opened ammunition by DODIC and lot number.
- (2) Set time fuses and time-fused ammunition to the “safe” position before transport for ammunition items that are not in originally sealed shipping containers.
- (3) Not mix or transport live ammunition in the same vehicle with salvaged items or residue.
- (4) Coordinate with the ASA before the appointment when clearing multiple issue documents during a single turn-in.

c. Salvaged Items or Residue Turn-in.

- (1) Units must return all contaminated, treated, or ammunition-unique residue and packaging material generated through the use of training ammunition to the supporting ASA.
- (2) A sergeant (E-5 or higher) must inspect components of expended ammunition and associated packing materials required for turn-in before arrival at the ASA. The inspector will enter the following statement on DA Form 581: “I have inspected the contents listed on this document. They do not contain live rounds, unfired primers, explosives, or other dangerous material.” Additionally, the inspector will print and sign his or her name and print a duty telephone number next to the name.
- (3) If ASA personnel find live ammunition during salvage turn-ins, ASA personnel will stop the turn-in process. This may result in the ASA directing the unit to depart from the ASA, and in the ASA suspending the unit from future turn-ins until the unit properly screens the ammunition. If the ASA finds live ammunition during the subsequent turn-in process, the ASA will notify the first brigade-level commander in the unit chain of command. The ASA will not permit the unit to return to the ASA until the brigade-level command contacts the ASA accountable officer to confirm that the items are properly screened.
- (4) Units clearing multiple issue documents during a single turn-in will coordinate this with the ASA before the turn-in and provide a separate AE Form 5-13A for each issue document.

21. RECONCILIATION

a. ASA Reconciliation.

- (1) Units must return to the ASA or account for unexpended training ammunition, residue, salvage materials, and associated packaging material to reconcile a unit issue document.
- (2) Units have up to 5 workdays after the training event to reconcile documents with the supporting ASA. Documents become delinquent if not reconciled within 5 workdays. The ASA will suspend units with delinquent documents from receiving any further training ammunition until the unit reconciles the delinquent document.

(3) Units will reconcile all documents for the FY with the supporting ASA by 30 October each year, regardless of the date or type of issue.

b. TAMIS Reconciliation.

(1) Units must complete the TAMIS reconciliation process within 7 calendar days after the training completion date that the unit identified on the e581 issue document.

(2) The unit will send all associated issue and turn-in documents, including AE Form 5-13A, to the document approver within 7 calendar days after the training completion date. The unit will file copies by e581 control number, and maintain files under the folder names “1 year active” and “2 years inactive.”

(3) The approver will manually reconcile each e581 to verify that TAMIS postings are correct by using a custom expenditure report and the applicable hard-copy documents. After manual verification, the approver will electronically reconcile each e581 in TAMIS and file hard copies by e581 document number. [Appendix G](#) shows a sample document-reconciliation checklist.

(4) Units will reconcile all documents for the FY with the TAMIS record by 30 October of each year, regardless of the date or type of issue.

22. e581 EXTENSION PROCEDURES

a. Units will send a G3 or S3 signed memorandum ([fig E-2](#)) to the ASA accountable officer, and a copy to the operations section (S3 or G3) at the appropriate USAREUR MSC, to explain the need for any extension of training dates. These documents must be current. They may not be in a delinquent status.

b. The ASA accountable officer will assign or coordinate a new turn-in appointment for the unit based on the new training completion date. When the ASA completes the coordination, the accountable officer will send the memorandum and supporting information to the USAREUR TAMO (hard copy or by e-mail to: *usarmy.bavaria.7atc.mbx.usareur-jmtc-tamo@mail.mil*) for adjustment of the “reconcile no later than” date in TAMIS.

c. ASA accountable officers must grant extensions to delinquent dates if the ASA cannot provide turn-in support within the 5-workday window. If accountable officers grant an extension on this basis, the accountable officer will request that the USAREUR TAMO adjust the “reconcile no later than” date in TAMIS.

SECTION VI NET, MOBILE TRAINING TEAM, AND USAREUR EXERCISES

23. GENERAL

The responsibilities and procedures in this paragraph apply to units—

a. Requiring ammunition assets because of notification by the Integration Branch, Force Management Division, Office of the Deputy Chief of Staff, G3/7 TREX, HQ USAREUR, or a program manager (PM) of NET.

b. Coordinating with a U.S. Army TRADOC organization to receive mobile training team (MTT) instruction on a weapons system or systems.

c. Participating in a USAREUR-sponsored training event or exercise anywhere in the USAREUR area of operations.

24. NET RESOURCING

The Army issues authorizations to Army Materiel Command (AMC) to support NET requirements. AMC distributes the authorizations to materiel developers to enable them to forecast and support the distribution of munitions for NET. In some cases, NET may be supported with a unit's annual training authorizations. However, the materiel developer is still responsible for coordinating use of the unit's authorizations, and the dates and locations of the NET. These actions must occur in sufficient time to support the forecasting timeline, regardless of whether the unit's authorizations or the materiel developer's authorizations are used.

a. PMs responsible for NET events will forecast their NET requirements on behalf of the units.

b. PMs will forecast test and NET munitions requirements if operational conditions support meeting the forecasted timeline.

c. Accurate forecasts are critical. Inaccurate forecasts, particularly NET training forecasts, are a leading cause of misdistribution and munitions shortages.

25. MOBILE TRAINING TEAM PROGRAM OF INSTRUCTION

CATC will coordinate with the POI MTT TAMO for ammunition requirements and course projections during the annual munitions requirements build that takes place from July to September. The USAREUR TAMO will ensure that TRADOC includes the munitions requirements in their annual rollup each FY.

a. POI MTT munitions requirements in TAMIS are the basis for the Army's annual institutional training munitions requirement.

b. POI MTT munitions requirements are based on Army Munitions Requirements Working Group and Council of Colonels-approved munitions resourcing strategies for each POI, multiplied by the number of students per course, and by the number of times the course will be conducted each year.

c. POI MTT munitions requirements will be based on actual class size, if known. If unknown, POI requirements will be based on the optimal class size, rather than the minimum or maximum class size.

d. TRADOC proponents also develop POI training strategies to support weapons training conducted by MTTs.

e. TRADOC institutional training strategies are updated as needed. Annually, TRADOC and commands that have POI requirements will validate their hierarchy, the number of their class starts, and the size of their classes for their POIs in TAMIS. Coordinate discrepancies with the Training Ammunition Manager, ODCS, G-3/5/7, HQDA (DA G-37/TRA).

f. TRADOC will validate that institutional training requirements are on DA G-37/TRA-provided DODICs.

26. USAREUR EXERCISES

a. Applicability. This paragraph addresses exercise training events conducted outside of Belgium, Germany, Italy, and the Netherlands, to include training authorizations for Kosovo Force (KFOR) rotations, Joint Task Force-East (JTF-E) rotations in Eastern Europe, and USAREUR-sponsored exercises.

b. Retail Ammunition Operations for Exercises. When available, the 21st SC will establish retail ammunition operations with on-site Standard Army Ammunition System-Modernization and TAMIS terminals for exercises.

c. Exercise Planning Involving Class 5 (Training Munitions) in Germany and Italy.

(1) No later than 120 days before RDD, units will—

(a) Identify total munitions training requirements by DODIC and quantity (QTY).

(b) Submit total munitions training requirements by email to unit ammunition managers, brigade ammunition managers (as required), and the USAREUR TAMO for validation and feedback.

(2) No later than 90 days before RDD (per forecast lock-in within the European Union (EU)):

(a) The USAREUR TAMO will adjust munitions authorizations in TAMIS as required, or will direct brigade ammunition managers to make the adjustments.

(b) Unit managers will submit munitions forecasts via TAMIS to the ASP closest to the training location (for example, for training at Vilseck or Grafenwöhr: ASP1; for training at Hohenfels: ASP2; for training on ranges in Italy: ASP7).

(3) No later than 30 days before RDD, units will—

(a) Submit e581 via TAMIS and coordinate directly with the applicable ASP to schedule the ammunition issue, and to discuss transportation and security requirements.

(b) Ensure signature cards and other documentation is current with the applicable ASP and with the USAREUR TAMO.

d. Exercise Planning Involving CL 5 (Training Munitions) for countries other than Germany or Italy.

(1) No later than 120 days before RDD, units will—

(a) Identify total munitions training requirements by DODIC and QTY.

(b) Submit munitions training requirements to the USAREUR TAMO for validation and feedback.

(2) No later than 90 days before RDD (per forecast lock-in within the EU):

(a) The USAREUR TAMO will adjust munitions authorizations in TAMIS as required.

(b) Unit managers will submit munitions forecasts via TAMIS to AR-ASP, Poland (also called EAP-A), as applicable; or to ASP-Hungary (also called EAP-3), as applicable.

NOTE: Training conducted out of sector, or outside of Germany, requiring shipment or transportation is prepared by ASP 9 no later than 50 days prior to RDD to initiate the diplomatic clearance and transportation process. Unit will submit e581s to ASP 9, or AR ASP-Poland. In the remarks on the e581, units will provide the range name, the physical ship-to address within the country, and a POC, by name and telephone phone number. Units will also ensure that signature cards and other documentation is current and provided to all applicable ASPs and to the USAREUR TAMO. Units must coordinate directly with ASP 9 for a joint verification and inventory, and for signing for munitions at ASP 9, prior to sealing the shipping container.

e. ASP Locations. The locations of ASPs (also called EAPs (European Ammunition Point)) are as follows:

- (1) Reserve Storage Area, Miesau, Germany (for restock and resupply of all ASPs).
- (2) EAP-1/ASP-1, Grafenwöhr and Vilseck, Germany.
- (3) EAP-2/ASP-2, Hohenfels, Germany.
- (4) EAP-3/ASP-3, Hungary (run by 23d Ordnance Company).
- (5) EAP-A/AR-ASP, Poland (in support of Operation ATLANTIC RESOLVE (AR)).
- (6) EAP-D/ASP-7, Vicenza, Italy.
- (7) EAP-9/ASP-9, Miesau, Germany.

APPENDIX A REFERENCES

SECTION I PUBLICATIONS

AR 5-13, Total Army Munitions Requirements and Prioritization Policy

AR 15-6, Procedures for Investigating Officers and Boards of Officers

AR 75-1, Malfunctions Involving Ammunition and Explosives

AR 190-11, Physical Security of Arms, Ammunition, and Explosives

AR 190-13, The Army Physical Security Program

AR 350-1, Army Training and Leader Development

AR 710-1, Centralized Inventory Management of the Army Supply System

AR 710-2, Supply Policy Below the National Level

AR 725-50, Requisition, Receipt, and Issue System

AR 735-5, Property Accountability Policies

DA Pamphlet 350-38, Standards in Weapons Training

DA Pamphlet 700-16, The Army Ammunition Management System

DA Pamphlet 710-2-1, Using Unit Supply System (Manual Procedures)

[AE Regulation 10-5](#), Headquarters, United States Army Europe

[AE Regulation 55-4](#), Safe Movement of Hazardous Goods by Surface Modes

[AE Regulation 190-13](#), USAREUR Physical Security Program

[AE Regulation 350-2](#), USAREUR Unit Partnerships with Allies and Partners

[AE Regulation 385-64](#), Explosives Safety

[AE Regulation 700-150](#), Conventional Ammunition Services

[AE Regulation 742-2](#), Ammunition Surveillance Program

SECTION II FORMS

DA Form 581, Request for Issue and Turn-In of Ammunition

DA Form 1687, Notice of Delegation of Authority - Receipt for Supplies

DA Form 2028, Recommended Changes to Publications and Blank Forms

DA Form 3020-R, Magazine Data Card

DA Form 5515, Training Ammunition Control Document

DA Form 5692-R, Ammunition Consumption Certificate

DA Form 5811, Certificate - Lost or Damaged Class 5 Ammunition Items

DA Form 7281, Command Oriented Arms, Ammunition, and Explosives (AA&E) Security Screening and Evaluation Record

[AE Form 5-13A](#), Training Ammunition Accountability

APPENDIX B

ARMY IN EUROPE PRIMARY TRAINING AMMUNITION ACCOUNT HOLDERS

The following units are the Army in Europe primary training ammunition account holders with responsibilities according to the basic regulation, [paragraph 4d](#):

1st Battalion, 10th Special Forces Group

41st Field Artillery Brigade

10th Army Air & Missile Defense Command

12th Combat Aviation Brigade

19th Battlefield Coordination Detachment

21st Sustainment Command

2d Cavalry Regiment

Rotational Combat Aviation Brigade

Rotational Brigade Combat Team

Rotational Enhanced Forward Presence

5th Military Police Battalion (Criminal Investigation Division)

C Company, 53d Signal Battalion

2d Signal Brigade

A Detachment 1st Space Company

207th Military Intelligence Brigade

66th Military Intelligence Brigade

173d Airborne Brigade Combat Team

598th Transportation Brigade

American Forces Network, Europe

Headquarters and Headquarters Battalion (Provisional), USAREUR

Kosovo Force, NATO

7th U.S. Army Training Command

U.S. Special Operations Command Europe

U.S. Army Africa

Regional Health Command, Europe

U.S. Army Installation Management Command Europe

U.S. Army NATO Brigade

U.S. European Command

APPENDIX C

TIMELINE SUMMARY

Table C-1 identifies requirements and timelines for unit-appointed primary training ammunition officers (PTAOs) and alternate training ammunition officers (ATAOs).

Table C-1 Munitions Requirements Timeline		
A guide for PTAOs and ATAOs		
When (Important Dates)	Who	What (Action)
Ongoing	Munitions Managers of Units, Brigades, and Commands	Validate modification table of organization and equipment (MTOE) / table of distribution and allowances (TDA) weapons densities and unit hierarchies structure via the Force Management System Website (FMSWeb)
July to September	Units, Brigades, and Commands	Input, validate, and submit munitions requirements in the Total Ammunition Management Information System (TAMIS)
September to October	Training Ammunition Manager, ODCS, G-3/5/7, HQDA	Validate and approve submitted munitions requirements via TAMIS
October	Units/BDEs/Commands	Attend and support USAREUR Ammunitions Managers Working Group (UAMWG)
October	Units/BDEs/Commands	Close out and reconcile all previous fiscal year (FY) electronic DA Form 581s (e581s)
October to November	Commands	Establish and submit Command-level Munitions Stockage Objective via TAMIS
November to January	DA G-37/TRA	Validate submitted Command-level Munitions Stockage Objectives
March	Units/BDEs/Commands	Attend and support UAMWG
April	Commands	Attend and support HQDA-level Total Army Ammunition Authorizations and Allocations Managers Conference (T4AC), and Missile Item Distribution Plan Conference (MIDP); receive initial upcoming FY authorizations
April to June	Units/BDEs/Commands	Validate and scrub upcoming FY authorizations; identify shortfalls
July	BDEs/Commands	Sub-authorize authorizations to units at unit identification code (UIC)-level via TAMIS

Table C-1
Munitions Requirements Timeline—Continued

A guide for PTAOs and ATAOs		
When (Important Dates)	Who	What (Action)
July	BDEs/Commands	Sub-authorize authorizations to units at unit identification code (UIC)-level via TAMIS
July	Units/BDEs/Commands	Attend and support UAMWG
Before 1 August	Units (UIC-level)	Forecast consumption for October training events via TAMIS (for the start of the FY with new authorizations)
August	Commands	Attend and support HQDA-level T4AC, and MIDP conference; finalize upcoming FY authorizations

APPENDIX D

EXAMPLES OF DA FORM 1687

D-1. GENERAL

Procedures for preparing DA Form 1687 are provided at either of the following:

a. Memorandum, Office of the Deputy Chief of Staff, G-4, Headquarters, Department of the Army, 500 Army Pentagon, Washington, DC 20310-055, 13 May 2015, subject: Procedures for Preparing DA Form 1687, Delegation of Authority—Receipt for Supplies, for Class V Operations at Ammunition Supply Activities (ASA).

b. USAREUR Training Ammunition Management Office, ODCS, G3, Headquarters, 7th Army Training Command, military 314-569-0091 or email *usarmy.bavaria.7atc.mbx.usareur-jmtc-tamo@mail.mil*.

c. The preparing unit or activity will maintain a copy of completed DA Forms 1687 and will also furnish copies of completed DA Forms 1687 to the applicable supply support activity.

d. Only the responsible or accountable officer, or others authorized on the applicable DA Form 1687, will sign for supplies. Authorized representatives are required to have valid identification. Identification is validated by comparing the electronic data interchange personal identifier (EDIPI) on an individual's common access card (CAC) to that individual's EDIPI provided in his or her digital signature and recorded on the applicable DA Form 1687.

e. Units will ensure that DA Forms 1687 are current at all times. To ensure currency, units will use the following procedures:

(1) Prepare a DA Form 1687 to add personnel as authorized representatives. Enter the statement, "Added; previous editions remain in effect." in the remarks block.

(2) To remove personnel, prepare a DA Form 1687 as shown in DA Pamphlet 710-2-1, table 2-10, and list the names of the individuals that have been removed.

(a) Personnel who are being removed do not sign or initial the DA Form 1687.

(b) Units will—

1. Enter an "x" in the "withdraws from" block and will circle this block using a colored pencil or ink.

2. Enter the statement, "Deleted; other personnel listed remain in effect." in the remarks block.

(3) DA Forms 1687 expire on the date entered in the "expiration date" block. When the form expires, units will prepare a new form.

(4) Personnel are required to digitally and manually sign the DA Form 1687.

NOTE: Contracted personnel (those under contract to provide supply services to an accountable officer) who are designated on a DA Form 1687 as authorized representatives to receive and turn-in property according to Title 10, United States Code, will be exempt from the dual signature requirement if they have not been issued a Government CAC. In that event, the DA Form 1687 will be annotated with “Contractor” in the “Authorized Representative(s)” block following the name of the applicable individual.

D-2. DA FORM 1687 (EXAMPLE—AUTHORITY TO AUTHENTICATE AND APPROVE REQUESTS)

Figure D-1 provides an example of DA Form 1687 for use in delegating the authority to authenticate and approve requests for training ammunition.

NOTICE OF DELEGATION OF AUTHORITY - RECEIPT FOR SUPPLIES <i>For use of this form, see DA PAM 710-2-1. The proponent agency is DCS, G-4.</i>				DATE 20200103	
AUTHORIZED REPRESENTATIVE(S)					
ORGANIZATION RECEIVING SUPPLIES 66th Military Intelligence Brigade			LOCATION Building 1024, Clay Kaserne, Wiesbaden, Germany		
LAST, FIRST, MIDDLE INITIAL		AUTHORITY REQ REC		SIGNATURE AND INITIALS	
Doe, John A. CPT DOD ID Expires 20300213		NO NO		Wet signature and digital signature.	
Smith, Jane B. SFC DOD ID Expires 20251231		NO NO		Wet signature and digital signature.	
Alpha, Sam C. SGT DOD ID Expires 20240101		NO NO		Wet signature and digital signature.	
/////////////////////////////////Not Used////////////////////////////////		////			
AUTHORIZATION BY RESPONSIBLE SUPPLY OFFICER OR ACCOUNTABLE OFFICER					
THE UNDERSIGNED HEREBY <input checked="" type="checkbox"/> DELEGATES TO <input type="checkbox"/> WITHDRAWS FROM THE PERSON(S) LISTED ABOVE THE AUTHORITY TO: Authenticate and approve training ammunition requests from all ASAs.					
REMARKS Individuals listed have been screened in accordance AR 190-13, appendix E.					
I ASSUME FULL RESPONSIBILITY					
UNIT IDENTIFICATION CODE WXXXXX, WYYYYY, WHHHHH			DODAAC/ACCOUNT NUMBER W00000, W11111, W22222		
LAST, FIRST, MIDDLE INITIAL	GRADE	TELEPHONE NUMBER	EXPIRATION DATE	SIGNATURE	
Ice, Glenda G.	06	123-4567	20210101	Wet signature and digital signature.	

DA FORM 1687, NOV 2015

PREVIOUS EDITIONS ARE OBSOLETE

APD LC v1.01ES

Figure D-1. DA Form 1687—Authority to Authenticate and Approve Requests

D-3. DA FORM 1687 (EXAMPLE—AUTHORITY TO REQUEST)

Figure D-2 provides an example of DA Form 1687 for use in delegating the authority to request training ammunition.

NOTICE OF DELEGATION OF AUTHORITY - RECEIPT FOR SUPPLIES <i>For use of this form, see DA PAM 710-2-1. The proponent agency is DCS, G-4.</i>				DATE 20200103	
AUTHORIZED REPRESENTATIVE(S)					
ORGANIZATION RECEIVING SUPPLIES 5th Military Intelligence Battalion			LOCATION Building 1024, Clay Kaserne, Wiesbaden, Germany		
LAST, FIRST, MIDDLE INITIAL	AUTHORITY		SIGNATURE AND INITIALS		
	REQ	REC			
Doe, Mike A. 2LT DOD ID Expires 20300213	YES	NO	Wet signature and digital signature.		
Smith, Ozzy B. SSG DOD ID Expires 20251231	YES	NO	Wet signature and digital signature.		
Alpha, Moe C. SPC DOD ID Expires 20240101	YES	NO			
/////////////////////////////////Not Used////////////////////////////////	////	////			
AUTHORIZATION BY RESPONSIBLE SUPPLY OFFICER OR ACCOUNTABLE OFFICER					
THE UNDERSIGNED HEREBY <input checked="" type="checkbox"/> DELEGATES TO <input type="checkbox"/> WITHDRAWS FROM THE PERSON(S) LISTED ABOVE					
THE AUTHORITY TO: Request training ammunition from all ASAs.					
REMARKS Individuals listed have been screened in accordance AR 190-13, appendix E.					
I ASSUME FULL RESPONSIBILITY					
UNIT IDENTIFICATION CODE WXXXXXX			DODAAC/ACCOUNT NUMBER W00000		
LAST, FIRST, MIDDLE INITIAL	GRADE	TELEPHONE NUMBER	EXPIRATION DATE	SIGNATURE	
Fire, James D.	05	123-5678	20210101	Wet signature and digital signature.	

DA FORM 1687, NOV 2015 PREVIOUS EDITIONS ARE OBSOLETE APD LC v1.01ES

Figure D-2. DA Form 1687—Authority to Request

D-4. DA FORM 1687 (EXAMPLE—AUTHORITY TO RECEIVE AND TURN-IN)

Figure D-3 provides an example of DA Form 1687 for use in delegating the authority to receive and turn-in training ammunition.

NOTICE OF DELEGATION OF AUTHORITY - RECEIPT FOR SUPPLIES <i>For use of this form, see DA PAM 710-2-1. The proponent agency is DCS, G-4.</i>				DATE 20200103	
AUTHORIZED REPRESENTATIVE(S)					
ORGANIZATION RECEIVING SUPPLIES 5th Military Intelligence Bn			LOCATION Building 1024, Clay Kaserne, Wiesbaden, Germany		
LAST, FIRST, MIDDLE INITIAL		AUTHORITY REQ REC		SIGNATURE AND INITIALS	
Doe, Mike A. 2LT DOD ID Expires 20300213		NO YES		Wet signature and digital signature.	
Smith, Ozzy B. SSG DOD ID Expires 20251231		NO YES		Wet signature and digital signature.	
Alpha, Moe C. SPC DOD ID Expires 20240101		NO YES		Wet signature and digital signature.	
/////////////////////////////////Not Used////////////////////////////////		//////////			
AUTHORIZATION BY RESPONSIBLE SUPPLY OFFICER OR ACCOUNTABLE OFFICER					
THE UNDERSIGNED HEREBY <input checked="" type="checkbox"/> DELEGATES TO <input type="checkbox"/> WITHDRAWS FROM THE PERSON(S) LISTED ABOVE THE AUTHORITY TO: Receive and turn in training ammunition from all ASAs.					
REMARKS Individuals listed have been screened in accordance AR 190-13, appendix E.					
I ASSUME FULL RESPONSIBILITY					
UNIT IDENTIFICATION CODE WXXXXXX			DODAAC/ACCOUNT NUMBER W00000		
LAST, FIRST, MIDDLE INITIAL	GRADE	TELEPHONE NUMBER	EXPIRATION DATE	SIGNATURE	
Fire, James D.	05	123-5678	20210101	Wet signature and digital signature.	
DA FORM 1687, NOV 2015			PREVIOUS EDITIONS ARE OBSOLETE		APD LC v1.01ES

Figure D-3. DA Form 1687—Authority to Receive and Turn-In

APPENDIX E

SAMPLE MEMORANDUMS FOR AUTHORIZATION INCREASES, E581 EXTENSIONS, AND SHORT-NOTICE AMMUNITION SHIPMENT REQUESTS

E-1. SAMPLE MEMORANDUM—AUTHORIZATION INCREASE

Figure E-1 shows the format (with sample entries) for requesting an authorization increase.

Unit Letterhead

Office Symbol

Date

MEMORANDUM FOR TRAINING AMMUNITION MANAGEMENT OFFICER, OFFICE OF THE DEPUTY CHIEF OF STAFF, G3, HEADQUARTERS, 7th ARMY TRAINING COMMAND

SUBJECT: Request an Authorization Increase for FYXX

1. 3/2 CR requests an ammunition authorization increase. The “unit requested increase” column (per the table below) shows what the BDE or Command cannot support.

DODIC	BDE/CMD STRAC Strategy	BDE/CMD Current Authorization	BDE/CMD Expended	BDE/CMD Available	Unit Requested Increase	New BDE/CMD Total
BA04	162	162	158	4	4	166
B647	162	162	157	5	5	167
BA15	1800	1800	1800	0	60	1860
BA17	576	576	576	0	28	604
C875	1200	1200	1200	0	60	1260
C484	1008	1008	1008	0	8	1016
CA43	384	384	384	0	28	412
C871	108	108	108	0	10	118
CA07	294	294	294	0	4	298
C625	336	336	336	0	4	340
CA09	3516	3516	3500	16	24	3540

2. Unit mortar crews are scheduled to conduct annual external evaluation (EXEVAL) training on 60 millimeter (MM) mortars, and on 81 MM mortars; and EXEVAL live fire (LF) training on 120 MM mortars.. The unit will execute the following from standards in training commission tables 5-67 and 5-68 (per table below):

Figure E-1. Sample Request for an Authorization Increase

81 MM Mortar	STRAC Table 5-67					
STRAC Event	Round Type	Round Quantity	DODIC	# of crews/ sections	Firing Frequency	Total
EXEVAL TNG 81	FRTR	30	C875	2	1	60
EXEVAL TNG 81	ILLUM IR	4	C484	2	1	8
EXEVAL TNG 81	HEDP	14	CA43	2	1	28
EXEVAL TNG 81	ILLUM IR	5	C871	2	1	10
120 MM Mortar	STRAC Table 5-68					
STRAC Event	Round Type	Round Quantity	DODIC	# of crews/ sections	Firing Frequency	Total
EXEVAL LFX 120	ILLUM IR	2	CA07	2	1	4
EXEVAL LFX 120	ILLUM VIS	2	C625	2	1	4
EXEVAL LFX 120	FRTR	20	CA09	2	1	40
60 MM Mortar	STRAC Table 5-68					
STRAC Event	Round Type	Round Quantity	DODIC	# of crews/ sections	Firing Frequency	Total
EXEVAL TNG 60	ILLUM IR	4	BA04	2	1	8
EXEVAL TNG 60	ILLUM VIS	5	B647	2	1	10
EXEVAL TNG 60	FRTR	30	BA15	2	1	60
EXEVAL TNG 60	HEPD	14	BA17	2	1	28

3. Events are scheduled to occur on [actual date].

4. The POC is [name -normally of the primary training ammunition officer (PTAO) or of the alternate training ammunition officer (ATAO), at the PATO or ATAO unit, or at the applicable USAREUR major subordinate command, military xxx-xxxx, email: Ptao.civ@mail.mil].

NAME
Rank, Branch (if military)
Position Title

Figure E-1. Sample Request for an Authorization Increase—Continued

E-2. SAMPLE MEMORANDUM—E581 EXTENSION

Figure E-2 shows the format (with sample entries) for requesting an e581 extension.

Unit Letterhead

Office Symbol

Date

MEMORANDUM FOR Accountable Officer, ASA #, Unit xxxx, APO AE 09xxx-xxxx

SUBJECT: Request for Extension of e581 Training Ammunition Document

1. Because of additional training requirements, we request extension of document number WXXXXX81600001 to a new training-end date of 1 February 20XX.
2. The current training dates are as follows:
 - a. Begin training on 14 January 20XX.
 - b. End training on 16 January 20XX.
3. This unit understands this will change the delinquency dates with the ammunition supply activity and in the Total Army Management Information System (TAMIS). The unit will clear and reconcile the document with the ammunition supply activity and reconcile the document in TAMIS according to the suspenses prescribed by DA Pamphlet 710-2-1, AE Regulation 5-13, and the Ammunition Center Europe standing operating procedure.
4. The POC is 1LT Jones, military 311-4276, e-mail: william.i.jones.mil@mail.mil.

NAME
Rank, Branch (if military)
Position Title

CF:
S3, MSC Name
PTAO, MSC Name

Figure E-2. Sample Request for an e581 Extension

E-3. SAMPLE MEMORANDUM—SHORT NOTICE AMMUNITION SHIPMENT REQUEST

Figure E-3 shows the format (with sample entries) for requesting a short-notice ammunition shipment.

Unit Letterhead

Office Symbol

Date

MEMORANDUM THRU USAREUR TAMO, G3, HQ JOINT MANUEVER TRAINING CENTER
(AETT- GS-P), Unit 28130, APO AE 09114-8130

FOR 21st SC (AETS-LOD-MB), Unit 23203, APO AE 09263-3203

SUBJECT: Request for Short-Notice Ammunition Shipment for [unit, unit identification code (UIC)]

1. Request a short-notice shipment of training ammunition in the Department of Defense Identification Codes (DODICs) and quantities in paragraph 2 to fill an unforecasted request. This is a high-priority (priority designator code-required delivery date (RDD) “02-999”) request.

a. This ammunition was originally forecasted for [date], which was based on the original deployment latest arrival date (LAD).

b. The unit deployment LAD was recently adjusted. To meet the new accelerated training plan, the ammunition must be available at the supporting ammunition supply activity # by RDD-[actual Julian date].

2. The DODIC and quantities are as follows:

DODIC	Nomenclature	Quantity
BA15	CTG 60MM Mortar Full Range Practice	200
C226	CTG 81MM Mortar Illumination w/ fuze	20
C484	CTG 81MM Mortar Illumination Infrared	10
C623	CTG 120MM Mortar High explosive w/ fuze PD	85

3. If the requested RDD cannot be met, [unit, (UIC)] will not be able to complete required pre-deployment training.

4. The POC is [name], military 123-4567, email: pocfirstname.last.mil@mail.mil.

NAME

Rank, Branch (if military)

Position Title

Figure E-3. Sample Request for Short-Notice Ammunition Shipment

APPENDIX F

PREPARING AE FORM 5-13A

F-1. GENERAL

a. Ammunition supply activity (ASA) accountable officers and operations officers must ensure that ASAs prepare a separate AE Form 5-13A for each open e581 when a unit clears. ASAs will prepare three copies of the form (fig. F-1 provides an example) for original signature and distribution to each of the following:

- (1) The ASA files.
- (2) The primary or alternate training ammunition officer who approved the e581 for issue.
- (3) The unit file.

b. ASAs and units will use only one AE Form 5-13A for each issue document number. If, because of the quantity of Department of Defense identification codes (DODICs) approved, issued, or turned in, the ASA requires continuation pages, the ASA will use an additional form for the single-issue document number. ASAs will annotate “continuation page” in the bottom-right corner of each additional page.

TRAINING AMMUNITION ACCOUNTABILITY (AE Reg 5-13)								
a. Date cleared ASA	b. MSC	c. Unit		d. UIC	e. ASA		f. TAMIS control number	
20120613	172d INF BDE	3-66 AR BN		WJTLAA	ASA1			
g. DODIC	h. Quantity approved	i. Quantity issued	j. Serviceable turn-in	k. Unserv. turn-in (CC: E, F, J, K)	l. Unserv. turn-in (CC: H)	m. Actual expenditure	n. Qty charge to unit acct	o. Unit issue document number
A075	2,400	2,400	0	0	0	2,400	2,400	W90JJB21630001
A080	6,850	6,840	0	0	150	6,690	6,840	p. Live turn-in document # W90JJB21650002
G940	16	16	16	0	0	0	0	q. Residue document # W90JJB21650003
G945	16	16	0	8	0	8	8	r. Attached documents DA Form 5692-R <input type="checkbox"/> DA Form 5811-R <input checked="" type="checkbox"/>
G950	16	16	4	4		8	8	s. ASA clearing stamp
G955	32	32	8	5	3	16	19	Number 21650001
Last Item								t. ASA clearing official (print) (1) Rank and Name (first, MI, last) Mr. Joe M. Cool
								(2) E-mail Joe.M.Cool.civ@mail.mil
								(3) Telephone number 476-4111
								(4) Signature
								u. Unit representative (print) (1) Rank and Name (first, MI, last) SFC David R. Stone
								(2) E-mail David.R.Stone.mil@mail.mil
								(3) Telephone number 476-8333
								(4) Signature

AE FORM 5-13A, SEP 12

Previous editions are obsolete.

LCD Vers. 01.00 Page 1 of 2

Figure F-1. Training Ammunition Accountability (AE Form 5-13A) (Front)

F-2. INSTRUCTIONS

The ASA receiving the turn-in will prepare AE Form 5-13A as follows:

a. Block a (Date cleared ASA). Enter the date of unit reconciliation at the supporting ASA.

b. Block b (MSC). Enter the command abbreviation for the USAREUR major subordinate command (MSC) under which the unit belongs (for example, 21st SC, 12th CAB). Continental U.S. units supported by the Army in Europe may also enter the command abbreviation of their higher headquarters (colonel or above level command) in this block.

c. Block c (Unit). Enter the unit name designator (for example, 2-2 INF BN, 1-37 AR BN).

d. Block d (UIC). Enter the unit's unit identification code (UIC) as indicated in the Total Ammunition Management Information System (TAMIS).

e. Block e (ASA). Enter the supporting ASA and TAMIS ASA code (for example, ASA1).

f. Block f (TAMIS control number). Leave blank.

g. Column g (DODIC). Enter each applicable DODIC on a separate line. In the row after the last DODIC entry, enter "Last Item." If a continuation page is required, enter the continuation page number in block w (x below).

h. Column h (Quantity approved). Enter the approved quantity from column 20 of the e581. For items issued as substitutes for the approved DODIC, enter each item on a separate line and enter "0" as the approved quantity.

i. Column i (Quantity issued). Enter the total quantity issued for each DODIC, and list substitute items on separate lines to show DODICs and quantities actually issued. Do not place substitute items in the quantity-issued block as the primary or requested item.

j. Column j (Serviceable turn-in). Indicate the total amount of serviceable ammunition in condition codes (CCs) A, B, or C the ASA received from the unit during live ammunition turn-in.

k. Column k (Unserviceable turn-in (CC: E, F, J, K)). Indicate the total amount of unserviceable ammunition in CCs E, F, J, and K the ASA received from the unit during live ammunition turn-in.

l. Column l (Unserviceable turn-in (CC: H)). Indicate the total amount of unserviceable ammunition in CC H the ASA received from the unit during live ammunition turn-in. The ASA representative will completely remove these items from the Army inventory. Units returning ammunition in CC H will not receive authorization credit to their training ammunition accounts.

m. Column m (Actual expenditure). Enter the total amount of ammunition expended for each DODIC. The actual expenditure is the total quantity issued minus the total number of turn-ins (regardless of the CC) (that is, column I - columns (J+K+L)).

n. Column n (Qty charge to unit account). Enter the total amount of ammunition expended and amount in unserviceable CCs turned in by the unit (that is, add column L and column M).

o. Block o (Unit issue document number). Enter the issue document number from block 3 of the e581.

p. Block p (Live turn-in document number). Enter the unit document number from block 3 of the e581 used to reconcile a live ammunition turn-in. Enter additional document numbers in block v (page 2 of AE Form 5-13A) if the unit used multiple live ammunition turn-in documents.

q. Block q (Residue document number). Enter the unit document number used for residue turn-ins during reconciliation with the ASA. If required, enter additional document numbers in block w.

r. Block r (Attached documents). Check the appropriate blocks to indicate if the unit provided a completed DA Form 5692-R or DA Form 5811-R. The ASA representative must attach originals of these forms to the completed AE Form 5-13.

s. Block s (ASA clearing stamp). Stamp this block after the transaction is completed and signed.

t. Block t (ASA clearing official (print)). Print the rank, first name, middle initial, and last name of the Soldier or civilian ASA representative or clearing official. This official will also enter a telephone number in block t(3) and sign in block t(4) when the transaction is complete.

u. Block u (Unit representative (print)). Print the rank, first name, middle initial, and last name of the unit representative conducting the issue or turn-in transaction with the ASA. The unit representative will also enter a telephone number in block u(3) and sign in block u(4) when the transaction is complete.

NOTE: Blocks v, w, x, and y are on page 2 of AE Form 5-13A and are not shown in [figure F-1](#).

v. Block v (Live turn-in document # (continued)). If required, complete this block according to [subparagraph p](#) above.

w. Block w (Residue document number (cont)). If required, complete this block according to [subparagraph q](#) above.

x. Block x (Comments and notes). Unit and ASA personnel may use this block to enter any other important information related to the transaction.

y. Block y (Continuation (if required)). If continuation pages are required, the ASA representative will enter the total number of continuation pages in block y(1) on page 2 and any additional even-numbered continuation pages. The ASA representative will also enter the continuation page numbers (for pages 3, 4, and so forth) in block y(2) as required.

APPENDIX G

SAMPLE DOCUMENT-RECONCILIATION CHECKLIST

Figure G-1 shows a sample checklist for approvers of ammunition requests to use when reconciling documents with transactions in the Total Ammunition Management Information System.

DOCUMENT-RECONCILIATION CHECKLIST

- ☐ DA FORM 581—INITIAL REQUEST
- ☐ DA FORM 581—ISSUE
- ☐ DA FORM 581—TURN-IN
- ☐ AE FORM 5-13A
- ☐ DA FORM 5811-R
- ☐ TAMIS EXPENDITURE REPORT
- ☐ MEMORANDUM
- ☐ DA FORM 5692-R
- ☐ RECONCILED ON (DATE)_____

REMARKS: _____

Figure G-1. Sample Document-Reconciliation Checklist

GLOSSARY

SECTION I ABBREVIATIONS

7th ATC	7th U.S. Army Training Command
21st SC	21st Sustainment Command
A&E	ammunition and explosives
AE	Army in Europe
AEPUBS	Army in Europe Library & Publishing System
AHCC	Ammunition Handler Certification Course
AMC	Army Materiel Command
AMI	ammunition management inspection
AR	Army regulation
ARIMS	Army Records Information Management System
ASA	ammunition supply activity
ASP	ammunition supply point
ATAO	alternate training ammunition officer
ATRRS	Army Training Requirements and Resources System
CAC	common access card
CATC	Combined Arms Training Center
CC	condition code
CIIC	controlled item inventory code
civ	civilian
COE	Center of Excellence
CS	chlorobenzalmalononitrile
DA	Department of the Army
DCS	Deputy Chief of Staff
DEROS	date eligible for return from overseas
DODAAC	Department of Defense activity address code
DODIC	Department of Defense identification code
EAP	European Ammunition Point
EDIPI	electronic data interchange personal identifier
ETS	expiration term of service
EU	European Union
EXEVAL	external evaluation
FMSWEB	Force Management Systems Website
FY	fiscal year
HQDA	Headquarters, Department of the Army
HQ USAREUR	Headquarters, U.S. Army Europe
HST	home-station training
JMS	Joint Munitions Command
JTF-E	Joint Task Force-East
KFOR	Kosovo Force, North Atlantic Treaty Organization
LAD	latest arrival date
LF	live fire
MEC	mission event code
MFR	memorandum for record
mil	military

MIDP	Missile Item Distribution Plan
MM	millimeter
MSC	major subordinate command
MTA	major training area
MTOE	modification table of organization and equipment
MTT	mobile training team
NATO	North Atlantic Treaty Organization
NET	new equipment training
NTA	NATO training area
ODCS	Office of the Deputy Chief of Staff
OPCON	operational control
ORD	ordnance
PB	property book
PBUSE	Property Book Unit Supply Enhanced
pdf	portable data file
PM	program manager
POC	point of contact
POI	program of instruction
PTAO	primary training ammunition officer
QTY	quantity
RAC	requisitioning authenticity code
RDD	required delivery date
SAAS	Standard Army Ammunition System
SOD	Sustainment Operations Division
SOP	standing operating procedure
SPO	support operations
STRAC	Standards in Training Commission
TA4C	Total Army Ammunition Authorization and Allocation Conference
TAAH	training ammunition account holder
TAMC	training ammunition managers course
TAMIS	Total Ammunition Management Information System
TAMO	Training Ammunition Management Office, Headquarters, 7th Army Training Command
TAO	training ammunition officer
TEC	training event code
TDA	table of distribution and allowances
TOE	table of organization and equipment
TRADOC	U.S. Army Training and Doctrine Command
TREX	Training and Exercise Division
UAMWG	U.S. Army Europe Ammunition Management Working Group
UIC	unit identification code
USAAMCOM	U.S. Army Aviation and Missile Life-Cycle Command
USAREUR	U.S. Army Europe

SECTION II

TERMS

authorizations forecasting

The process in which units project the quantities of training ammunition by Department of Defense identification code (DODIC) and month of use that the units intend to consume the ammunition during the current FY.

lock-in period

The first day of the current month through the last day of the next month, during which unit training ammunition forecasts may not be changed and during which units must submit any additional requirements as unforecasted.

requirements forecasting

The process in which units project the quantities of training ammunition by Department of Defense identification code (DODIC) and month of use that the units intend to consume during the upcoming or future FYs.

residue

Material remaining unconsumed after firing the round or ammunition (for example, brass, shell casings, unused explosive charges) that the Army has identified as recoverable.