

**BY ORDER OF THE COMMANDER
919TH SPECIAL OPERATIONS WING**

**919TH SPECIAL OPERATIONS WING
INSTRUCTION 23-501**



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Certified Current on 10 June 2013
Matériel Management

**PRECIOUS METALS (PM) RECOVERY
PROGRAM (PMRP)**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Air Force Policy Directive (AFPD) 23-5, *Reusing and Disposing of Materiel*. This instruction extends the guidance of Air Force Manual (AFMAN) 23-110, *USAF Supply Manual* and Air Force Instruction (AFI) 21-101, *Aircraft and Equipment Maintenance Management*. It provides guidance and prescribes current procedures established to standardize, manage and control the recovery of valuable precious metals bearing expendable items received from supply; Defense Reutilization and Marketing Office (DRMO) turn in procedures. It applies to all 919th Special Operations Wing (919 SOW) units. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the Air Force (AF) Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional's chain of command. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/gcss-af61a/afirms/afirms/>.

SUMMARY OF CHANGES

Added paragraphs 1.6 and 2.3.

1. Primary/Alternate Supply Account Custodian Responsibilities:

- 1.1. Ensure all expendable (XB3) items received from supply which have a Precious Metals Indicator Code (PMIC) other than "A" are researched in the Federal Logistics Information System (Fed Log) characteristics data for type precious metal (PM), if any, the item contains.
- 1.2. Notify Precious Metals Recovery Program (PMRP) monitor/alternate of any PM bearing items to obtain current storage and recovery requirements.
- 1.3. Segregate PM bearing scrap by type metal (silver, gold, platinum, etc.) in a secured or locked container, having a separate container for each type precious metal scrap recovered.
- 1.4. Contact PMRP monitor/alternate prior to turn in of PM to DRMO. Turn in PM bearing scrap to DRMO upon accumulation of 50 pounds.
- 1.5. After disposal turn in Department of Defense (DD) Form 1348-1A, *Issue Release/Receipt Document*, to PMRP monitor/alternate, maintain copies of the disposal turn-in document (DTID) (DD Forms 1348-1A) received from PRMP monitor/alternate for a minimum of 3 years.
- 1.6. Provide PMRP Monitor with appointment memorandum/point of contact (POC) memorandums. Include names, building number, phone numbers and shop nonionic.

2. Primary/Alternate PMRP Monitor Responsibilities:

- 2.1. Establish and maintain a binder consisting of the following sections:
 - 2.1.1. A current copy of the PMRP Monitor appointment letter.
 - 2.1.2. A current copy of AFMAN 23-110, Volume 6, Chapter 4.
 - 2.1.3. A current copy of AFMAN 23-110, Volume 6, Chapter 4, Air Armament Center (AAC) Supplement 1.
 - 2.1.4. A current copy of Department of Defense (DOD) Manual 4160.21, *Defense Materiel Disposition Manual*.
 - 2.1.5. A copy of the last two PMRP semi-annual self-inspection checklists.
 - 2.1.6. A copy of the last two PMRP surveillance visit reports and replies.
 - 2.1.7. DD Form 1348-1A Template for turn-in to DRMO.
 - 2.1.8. Turn-in Procedures.
 - 2.1.9. Copies of turn-in DTID (DD Forms 1348-1A), for all precious metals turned in to DRMO (Last three years).
- 2.2. Provide primary/alternate supply account custodians current storage and recovery instructions as required.
- 2.3. Notify Eglin Air Force Base (AFB) PMRP managers of any changes in personnel or procedures.

3. Adopted Forms.

AF Form 847, *Recommendation for Change of Publication*

DD Form 1348-1A, *Issue Release/Receipt Document*

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Commander

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFI 21-101, *Aircraft and Equipment Maintenance Management*, 29 June 2006

AFMAN 23-110, *USAF Supply Manual*, 01 January 2009

AFMAN 33-363, *Management of Records*, 1 March 2008

AFPD 23-5, *Reusing and Disposing of Materiel*, 26 March 2001

DOD 4160.21M, *Defense Materiel Disposition Manual*, 18 August 1997

Abbreviations and Acronyms

AAC—Air Armament Center

AF—Air Force

AFB—Air Force Base

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFPD—Air Force Policy Directive

AFRIMS—Air Force Records Information Management System

DD—Department of Defense (as used on forms)

DOD—Department of Defense

DRMO—Defense Reutilization and Marketing Office

DTID—Disposal Turn-In Document

OPR—Office of Primary Responsibility

PM—Precious Metals

PMIC—Precious Metals Indicator Code

PMRP—Precious Metals Recovery Program

POC—Point of Contact

RDS—Records Disposition Schedule

SOW—Special Operations Wing

XB3—Expendable Items