



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
ARMY CORRECTIONS COMMAND
200 STOVALL STREET
ALEXANDRIA, VA 22332-6100

DAPM-ACC

POLICY LETTER #12

MAY 12 2010

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: ACC Policy Letter # 12 – Property Accountability and Required Inventories

1. References:

- a. AR 710-2, Supply Policy Below the National Level, Appendix B, 28 March 2008.
- b. DA Pamphlet 710-2-1, Using Unit Supply Manual Procedures, Chapter 9, 31 December 1997.

2. The Army's inventory system is a basic tool used to manage property accountability. In accordance with regulations, Commanders must ensure that a facility supply program is developed in order to provide for 100% annual inventory. The property inventory may be conducted on an annual/cyclic basis depending on the type of equipment. Results of the inventory will be documented as appropriate and maintained by the facility. A copy of the results will be sent to command headquarters by the 25th of the month following the completion of the inventory.

3. ACC headquarters will conduct periodic evaluations to assess and ensure that a comprehensive program is conducted. The evaluation will be conducted either by review of the Property Book Unit Supply Enhanced System (PBUSE) or a scheduled site visit.

4 This policy letter will be reviewed annually and updated, as necessary. This policy is to be posted in all facilities and supersedes ACC Policy Letter #12, dated March 12, 2010.

5. Point of contact for this policy is PP Resource Management Division
ACC Headquarters, 703-428-7694/DSN 328-7694.

PP

COL, MP
Commanding

DAPM-ACC

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