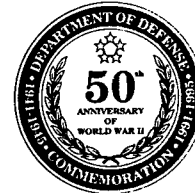




DEPARTMENT OF DEFENSE  
WASHINGTON HEADQUARTERS SERVICES  
1155 DEFENSE PENTAGON  
WASHINGTON, DC 20301-1155



January 23, 1995

MEMORANDUM FOR [REDACTED], DTIC-OCC

SUBJECT: Interim Change 94-4 to DoD 4160.21-M, dated May 2, 1994

The attached Interim Change 94-4 to DoD 4160.21-M, "Defense Reutilization and Marketing Manual," March 1990, is provided to DTIC. The DTIC accession number for the basic Manual and Change 1 to the basic Manual is ADA-279029.

For further information, please contact me at (703) 697-4111 or -4112.

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*Patricia L. Toppings*

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IN REPLY  
REFER TO MMSLD

2 - MAY 1994

SUBJECT: MMSLD Letter No. 94-4, Vehicles (DoD 4160.21-M) 94-4

TO: Recipients of DoD 4160.21-M, Defense Reutilization and Marketing Manual

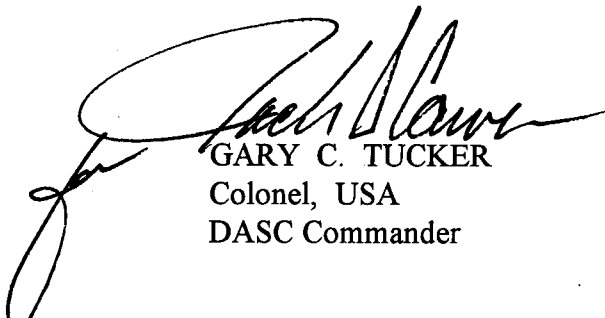
*Change to AD-A279029*

This letter is directive in nature and expires 1 year from the date of this letter unless sooner superseded or rescinded.

1. The purpose of this letter is to provide revised guidance on the disposition of vehicles contained in DoD 4160.21-M, Chapter VIII, Property Requiring Special Handling. The provisions of this numbered letter are applicable to all DoD activities world-wide and compliance by all activities concerned is mandatory.
2. Pending accomplishment of a formal publication change action, Chapter VIII, paragraph B114, Vehicles, is changed as indicated at Enclosure 1.
3. Recipients of DoD 4160.21-M are requested to make marginal annotations to the manual at the applicable paragraphs, cross referencing this numbered letter.

FOR THE DIRECTOR:

1 Encl

  
GARY C. TUCKER  
Colonel, USA  
DASC Commander

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REVISION TO DoD 4160.21-M

Chapter VIII, Paragraph B114, Vehicles

1. Subparagraph "B114d" is revised to read:

**"d. The Standard Form (SF) 97, The United States Government Certificate to Obtain Title to a Vehicle. Available through the supply system from GSA under NSN 7540-00-634-4047, the SF 97 is a four-part continuous blank form pre-printed with serial numbers and normally used by the DRMO to account for vehicles transferred, donated, or sold. The completed SF 97 is furnished to the recipient or purchaser of the vehicle as may be required or upon request. Accountability of serial-numbered forms is imperative to preclude their unauthorized use, therefore, the SF 97 will receive the necessary security normally afforded any controlled item/form.**

**"(1) The SF 97 is designed normally for use with commercial vehicles such as passenger cars, multi-purpose passenger vehicles, trucks, trailers, motorcycles, buses, and similar wheeled vehicles. The following vehicles, generally referred to as tactical vehicles, are excepted:**

**"(a) A military vehicle that is tracked or has a gross weight of more than 16,000 pounds.**

**"(b) Any vehicle which must be mutilated as required by subparagraph B114g below, or otherwise demilitarized in accordance with the Defense Demilitarization Manual, DoD 4160.21-M-1.**

**"(c) Any vehicle that is 25 years old or older.**

**"(2) When a vehicle is transferred to a quasi-DoD activity (such as, MARS, CAP, NAF or Coast Guard activity), donated or sold, the SF 97 shall be executed by the DRMO disposing of the vehicle and furnished to the transferee/donee or to the purchaser as required or upon request. The SF 97 need not be prepared for transfer of vehicles that will use Federal Government license plates issued by DoD activities and GSA.**

**"(3) Base Closure Community Assistance. The SF 97 shall be executed by the closing base official responsible for the transfer of a vehicle to a community under the base closure procedures. Vehicles designed specifically for military use such as the M151, Gama Goat, "Goer" (Go Ability With Overall Economy and Reliability) and the**

**B114d(3) (con.)**

**HMMWV or "HummerR" (High Mobility Multi-Purpose Wheeled Vehicle) are not authorized for transfer to a community. GSA Interagency Fleet Management System (IFMS) vehicles that are assigned to DoD activities are also not authorized for transfer to a community.**

**"(4) Certificates containing erasures and strikeovers are considered invalid by State Motor Vehicle Agencies and must not be issued. When a mistake is made, the form shall be destroyed in the same manner as is required for documents bearing FOUO classification.**

**"(5) Authority to sign the SF 97 as the transferor is delegated to the DRMO chief and the closing base official. The name of the individual authorized to sign as transferor must be hand printed on the form. The title of the individual and the date should be typed. Only one copy of the SF 97 shall be retained by the issuing office. Since State vehicle registration laws differ; that is, some States require a notarized signature of the buyer, the issuing official need not obtain the transferee's signature before issuing an SF 97. The name of the transferee or recipient shall be recorded in the "Transferee" block at the top of the form.**

**"(6) The SF 97 may not be issued when vehicles have been subject to extensive reclamation or cannibalization, unless the customer requests it and the serial number can be found on the body or chassis of the vehicle or trailer. In these cases, all blocks of the SF 97 shall be completed. If information is not available, insert 'N/A.'**

**"(7) If a vehicle is sold for scrap purposes or for parts or is otherwise not to be used on the road and a SF 97 is requested, the SF 97 will be notated 'Not for Road Use.' "**

**2. Subparagraph "B114g" is revised to end at line 21 after "under the FMS program." and the remainder of the paragraph subdivided into additional subparagraphs (1) and (2) as follows:**

**"(1) Quasi-DoD activities such as CAP, MARS, NAF, and Coast Guard activities are not authorized to acquire these vehicles.**

**"(2) Care must be taken by the DRMO to ensure that mutilation required for any other disposition does not occur until all DoD and FMS reutilization efforts have been exhausted."**

**3. Renumber the former subparagraphs of B114g as (3) through (8).**