SUBJECT: Equipping the Reserve Forces

References: See Enclosure 1

1. PURPOSE. This Instruction:
   a. Reissues DoD Directive (DoDD) 1225.6 (Reference (a)) as a DoD Instruction (DoDI) in accordance with the authority in DoDD 5124.02 (Reference (b)).
   b. Establishes policies, assigns responsibilities, and prescribes procedures for accounting, procuring, and distributing items of new and combat-serviceable equipment for the Reserve Components (RCs) of the Military Services in accordance with sections 10541, 12301, 12302, 12304, 18501, and 18502 of title 10, United States Code (Reference (c)) and DoDD 5000.01 (Reference (d)).
   c. Outlines the expectation for transparency and accountability of RC equipment as identified in the Commission on the National Guard and Reserves (CNGR) (Reference (e)) and directs implementation of procedures to address Recommendations 42 and 43.
   d. Supersedes and cancels the Deputy Secretary of Defense Memorandum (Reference (f)).

2. APPLICABILITY. This Instruction applies to OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff (CJCS) and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD.

3. DEFINITIONS. See Glossary.

4. POLICY. It is DoD policy that:
a. The RCs of each Military Department shall be equipped to provide the operational capabilities and strategic depth required of an operational force in accordance with DoDD 1200.17 (Reference (g)). To fulfill assigned missions, the RCs of each Military Department shall be consistently and predictably equipped. The RCs must have the right equipment, available in the right quantities, at the right time, and at the right place to support a “Train, Mobilize, and Deploy” construct for the Total Force.

b. Equipment procurement programs and distribution plans shall be responsive to homeland defense (HD) and defense support of civil authorities (DSCA) requirements and the combatant commanders’ mission requirements to meet the requirements in Reference (f) and DoDD 3025.18 (Reference (h)). The DoD’s goal is to fill the mission equipment requirements of the RCs consistent with Total Force requirements and priorities. The priority for the distribution of new and combat-serviceable equipment, with associated support and test equipment, shall be given to units scheduled for mission deployment or employment first, regardless of component. Equipment distribution and modernization priorities for RC units shall be established by applying the same methodology as used for Active Component (AC) units having the same mission requirements.

c. Equipment priorities shall be established regardless of component for the reconstitution and resetting of force capabilities after contingency operations and transformation of the force into a revised force structure to meet future mission requirements. Accountability of RC equipment inducted into and distributed out of maintenance facilities will ensure equitable distribution in capability and modernization level regardless of component. Sufficient equipment must be available to support training and readiness requirements of the RCs and its personnel for Federal, HD, and DSCA missions. Special consideration should be given to dual use equipment for the RCs. Equipment to meet training requirements does not need to be assigned to the unit using it for training purposes; equipment pools and use of simulation trainers are encouraged. Simulation strategies should be developed to offset the need to maximize equipment levels available for training. The formation and use of multi-component units is encouraged to maximize resources while increasing operational effectiveness in support of warfighters.

d. Full transparency and traceability shall be provided from procurement planning to delivery to the RC. To achieve the goal of transparency of RC procurement funding, disciplined reporting from the Services is required to both DoD leadership and the Congress. The equipment transparency report (ETR) is a critical deliverable for DoD and Congressional leaders. Diversions of funding of equipment shall be reported on the ETR in accordance with this Instruction. Information that reveals RC readiness status will be classified and protected in accordance with appropriate classification standards.

e. Proposals for withdrawals, reductions, or loans of any equipment from the RCs, together with an equipment replacement plan for the removed equipment and a memorandum of agreement (MOA) signed by both the losing and gaining components, shall be forwarded for Secretary of Defense approval through the procedures outlined in this Instruction. Equipment transfer conditions subject to this approval process include:
(1) All withdrawals, reductions, or loans outside of the RC that will last longer than 90 days except those previously approved by the Secretary of Defense as described in paragraph (4), those actions that benefit the RC such as testing/evaluation, depot maintenance, conversions, and/or repair that upon completion will be immediately returned to the original RC, and retirements or other transfers previously approved by Congress.

(2) Transfers to other governmental departments or other countries to satisfy United States Security Assistance Program requirements.

(3) Equipment directed (inter or intra-component) by the Military Department or combatant commander to remain in a theater of operations beyond the original owning unit’s rotation for an enduring mission requirement.

(4) Transfer incidental to a force restructuring unless that force restructuring was previously approved by a Secretary of Defense decision after the facts of the transfer were presented during issues team deliberations, three-star programmer reviews, and the defense advisory working group so that the impacts to the RC were fully analyzed and understood.

(5) Diversions of equipment funded through the National Guard and Reserve Equipment Appropriation (NGREA) or Congressional additions specified for equipping RCs.

f. Continued transparency of equipment existing in RC units is paramount. All accountable equipment shall be documented in accordance with DoDI 5000.64 (Reference (i)) and a quarterly equipment movement report (EMR) will be a vehicle for maintaining transparency.

5. RESPONSIBILITIES. See Enclosure 2.

6. PROCEDURES

a. The procedures in this Instruction implement the recommendations from the Commission on the National Guard and Reserves (Reference (f)) that:

(1) Total Force equipment be included in service and joint materiel development, acquisition, and procurement plans, production contracts, and delivery schedules.

(2) Program elements to the DoD procurement budget justification material and accounting system to increase transparency to RC procurement funding and improve DoD’s ability to track delivery of equipment to the RC.

b. Procedures to report status of equipment payback closure for withdrawals, diversions, and transfers of equipment are addressed in Enclosure 3, section 3.
c. Procedures for submission of budget justification documentation, semiannual reporting of funds and delivery changes to OSD, and annual reporting of funds and delivery changes to Congress are at Enclosure 3, sections 6-8.

7. INFORMATION REQUIREMENTS. The semi-annual ETR at paragraph 4.d. and the quarterly EMR at paragraph 4.f. do not require Report Control Symbols.

8. RELEASABILITY. UNLIMITED. This Instruction is approved for public release and is available on the Internet from the DoD Issuances Website at http://www.dtic.mil/whs/directives.

9. EFFECTIVE DATE

   a. This Instruction is effective May 16, 2012.

   b. This Instruction must be reissued, cancelled, or certified current within 5 years of its publication in accordance with DoDI 5025.01 (Reference (j)). If not, this Instruction will expire effective May 16, 2022 and be removed from the DoD Issuances Website.

   [Signature]

   Acting Under Secretary of Defense for Personnel and Readiness

Enclosures
1. References
2. Responsibilities
3. Procedures
Glossary
# TABLE OF CONTENTS

ENCLOSURE 1: REFERENCES ....................................................................................................6

ENCLOSURE 2: RESPONSIBILITIES ..........................................................................................7

ASSISTANT SECRETARY OF DEFENSE FOR RESERVE AFFAIRS (ASD(RA)) ..........7
SECRETARIES OF THE MILITARY DEPARTMENTS ..........................................................7
CHAIRMAN OF THE JOINT CHIEFS OF STAFF .................................................................8
COMBATANT COMMANDERS ............................................................................................8
CNGB .........................................................................................................................................9
UNDER SECRETARY OF DEFENSE FOR ACQUISITION, TECHNOLOGY, AND LOGISTICS (USD(AT&L)) .................................................................9
UNDER SECRETARY OF DEFENSE (COMPTROLLER)/CHIEF FINANCIAL OFFICER, DEPARTMENT OF DEFENSE (USD(C)/CFO) .......................9

ENCLOSURE 3: PROCEDURES ................................................................................................10

APPROVAL FOR WITHDRAWALS, REDUCTIONS, TRANSFERS, OR LOANS OF RC EQUIPMENT ..................................................................................................................10
MILITARY DEPARTMENT REQUESTS FOR DELEGATION OF AUTHORITY TO APPROVE WITHDRAWALS, REDUCTIONS, TRANSFERS, OR LOANS OF RC EQUIPMENT ..................................................................................................................11
PAYBACK CLOSURE REPORTING ....................................................................................11
SEMIANNUAL REPORTING OF FUNDS AND DELIVERY CHANGES TO ASD(RA) .................................................................................................................................12
ANNUAL REPORTING OF FUNDS AND DELIVERY CHANGES TO CONGRESS ......13
SUBMISSION OF BUDGET JUSTIFICATION DOCUMENTATION FOR TRANSPARENCY .................................................................................................................................13
ASD(RA), USD(AT&L), AND USD(C)/CFO ........................................................................14
EMR SUBMISSION ................................................................................................................14

GLOSSARY ..................................................................................................................................15

PART I: ABBREVIATIONS AND ACRONYMS ................................................................15
PART II: DEFINITIONS ............................................................................................................16

TABLE

ETR Data Used for Annual Report to Congress ........................................................................12
ENCLOSURE 1

REFERENCES

(a) DoD Directive 1225.6, “Equipping the Reserve Forces,” April 7, 2005 (hereby cancelled)
(c) Sections 153, 163, 10541, 18501, and 18502 of title 10, United States Code
(e) Final Report to Congress and the Secretary of Defense, January 31, 2008, Commission on National Guard and Reserve
(f) Deputy Secretary of Defense Memorandum, “Final Plan for Commission on the National Guard and Reserves Recommendations #42/43,” September 18, 2009 (hereby cancelled)
(h) DoD Directive 3025.18, “Defense Support to Civil Authorities (DSCA),” December 29, 2010
(i) DoD Instruction 5000.64, “Accountability and Management of DoD-Owned Equipment and Other Accountable Property,” May 19, 2011
(k) DoD Directive 5125.01, “Assistant Secretary of Defense for Reserve Affairs (ASD(RA)),” December 27, 2006
ENCLOSURE 2

RESPONSIBILITIES

1. ASSISTANT SECRETARY OF DEFENSE FOR RESERVE AFFAIRS (ASD(RA)). The ASD(RA), under the authority, direction, and control of the Under Secretary of Defense for Personnel and Readiness (USD(P&R)), shall:

   a. Monitor the equipment status of the RCs to ensure that equipment distribution policies implemented by the Military Departments meet statutory requirements and DoD guidance.

   b. Coordinate with the Assistant Secretary of Defense for Special Operations and Low Intensity Conflict (ASD(SO/LIC)), the Assistant Secretary of Defense for Homeland Defense and Americas’ Security Affairs (ASD (HD&ASA)), and the Chief, National Guard Bureau (CNGB) for RC units under their oversight consistent with DoDD 5125.01 (Reference (k)).

   c. Process the ETR and EMR in accordance with Enclosure 3.

2. SECRETARIES OF THE MILITARY DEPARTMENTS. The Secretaries of the Military Departments shall:

   a. In consultation with the Combatant Commanders, the Directors of Defense Agencies and DoD Field Activities, the CJCS and, as appropriate, under the guidance and with the approval of the Secretary of Defense, procure, distribute, store, and maintain sufficient equipment for the RCs under their cognizance. Additionally, the Secretaries of the Military Departments shall provide required logistics support to enable all RC units and attached RC members under their cognizance to satisfy training, operational, and mobilization readiness requirements based on plans and programs approved within planning, programming, budgeting, and execution (PPBE) process decisions. Logistics support plans for new and redistributed equipment must address the facilities and personnel support requirements of the RCs and the sustainment of those requirements throughout the equipment life cycles.

   b. Provide the personnel, equipment, facilities, and other general logistic support necessary to enable all units in the RCs under their cognizance to satisfy the training, HD and DSCA, operational, mobilization, and readiness requirements for those units and personnel as recommended by the CJCS (see References (c), (d), and (g)), and approved by the Secretary of Defense. Equipment authorized to RC units in peacetime may not be the equipment used by those units in joint missions; therefore, the Secretaries of the Military Departments must ensure that equipment sets or training devices are made available to support familiarization and proficiency training for RC units and personnel on the equipment they shall be expected to use upon mobilization.

   c. Provide Service-specific guidance that implements this Instruction, establishes procedures, and develops systems needed to identify, validate, and track RC equipment
requirements, on-hand and projected inventories, and funding through the PPBE procurement, distribution, and sustainment processes. Ensure that the guidance addresses replacement of missing or obsolete equipment in the RCs as a matter of priority consistent with overall mission requirements for the units. Provide copies of implementing guidance to:

Office of the Assistant Secretary of Defense (Reserve Affairs)
Attention: M&F
1500 Defense Pentagon, Room 2E581
Washington, DC  20301-1500.

d. In accordance with the priorities established for the mission requirements of the Commanders of the Combatant Commands and relevant PPBE guidance, program and budget sufficient funds to ensure that equipment shall meet availability and interoperability standards that are consistent with national security objectives and the readiness objectives of the Total Force.

e. Submit the ETR and EMR in accordance with Enclosure 3.

f. Submit status reports on equipment withdrawn and diverted in accordance with paragraph 2.c. of Enclosure 3.

3. CJCS. The CJCS shall:

a. Advise the Secretary of Defense on the priorities of the requirements for RC equipment and logistics support as identified by the Combatant Commanders pursuant to sections 153 and 163 of Reference (c).

b. Advise the Secretary of Defense on the extent to which DoD program and budget proposals concerning RC equipment and logistics support meet the requirements and resource needs of the Combatant Commanders.

c. Advise the Secretary of Defense on the priorities of the requirements for National Guard equipment for domestic purposes in the States, territories, and the District of Columbia.

d. Subject to the authority, direction, and control of the Secretary of Defense, submit alternative program and budget proposals to achieve greater conformance with the priorities of the Combatant Commanders.

e. Review proposals from the Military Departments to withdraw, reduce, transfer, or loan of RC equipment.

4. COMBATANT COMMANDERS. The Combatant Commanders, in coordination with the Directors of Defense Agencies and DoD Field Activities, as applicable, shall provide the personnel, equipment, facilities, and other general logistic support necessary to enable all RC
units and attached RC members (e.g., individual mobilization augmentees) under their jurisdiction to satisfy the training, HD and DSCA, operational, mobilization, and readiness requirements for those units and Reserves as recommended by the CJCS (see References (c) and (d)), and approved by the Secretary of Defense. The Special Operations Commander has the responsibility to provide Special Operations - Peculiar equipment (Major Force Program -11 funded items) to the RC forces and provide life cycle management of this equipment to both the RC forces and the active duty special operations forces.

5. **CNGB.** The CNGB, under the authority, direction, and control of the Secretaries of the Army and the Air Force and in accordance with the responsibilities in DoDD 5105.77 (Reference (l)), shall:

   a. Advise the Secretary of Defense through the CJCS and the Secretaries of the Army and the Air Force on the equipment status of the Army and Air National Guard as it relates to operational capabilities and training requirements affected by transfers, withdrawals, diversions, and loans.

   b. Serve as the principal advisor to the Services on matters relating to equipping of the National Guard and inform the Secretaries of the Army and the Air Force of all significant National Guard equipping matters.

   c. In accordance with section 10541(d) of Reference (c), annually certify an inventory for the preceding year of each item of equipment for which funds were appropriated; which were due to be procured in that fiscal year; and which were not received by the National Guard unit by the end of the fiscal year. Certification reporting is to be done as part of the annual National Guard and Reserve Equipment Report requirement.

6. **UNDER SECRETARY OF DEFENSE FOR ACQUISITION, TECHNOLOGY, AND LOGISTICS (USD(AT&L)).** The USD(AT&L) shall provide coordination and oversight in ETR process.

7. **UNDER SECRETARY OF DEFENSE (COMPTROLLER)/CHIEF FINANCIAL OFFICER, DEPARTMENT OF DEFENSE (USD(C)/CFO).** The USD(C)/CFO shall provide guidance in the development of budget justification materials that provide equipment in support of the RC and provide coordination and oversight in the resulting ETR process.
1. APPROVAL FOR WITHDRAWALS, REDUCTIONS, TRANSFERS, OR LOANS OF RC EQUIPMENT

a. The Military Departments shall coordinate the withdrawal, reduction, transfer, or loan of any equipment from the RCs together with an equipment replacement plan for the removed equipment with the CJCS and the ASD(RA). Coordination shall also be obtained from the ASD(SO/LIC) and ASD(HD&ASA) for RC elements falling under the oversight of these Assistant Secretaries, and with the CNGB for National Guard units.

b. The Military Department endorsed proposal to withdraw, reduce, transfer, or loan any equipment from the RCs, together with an equipment replacement plan for the removed equipment and an MOA signed by both the losing and gaining components shall be submitted to OASD(RA) Materiel and Facilities Deputate for processing and forwarding to the Secretary of Defense for approval.

c. Proposal packets must include endorsements from the Military Department and the CJCS addressing training and readiness impacts. The packets must also include an MOA outlining the terms of the equipment withdrawal, reduction, transfer, or loan.

d. MOAs must include:

   (1) A list of the type and quantity of equipment to be transferred, to include the accountable property system of record (APSR), as appropriate and in accordance with Reference (i).

   (2) A payback plan, to include:

      (a) An agreed-upon date for the return of the equipment. Return commitments shall not have open-ended time periods.

      (b) An agreement to replace the surrendered equipment with a fully operational item of equal or greater level of modernization and capability. Equipment paybacks may not include equipment purchased with funds from the NGREA or Congressional additions specified for equipping RCs.

      (3) Signatures of general or flag officers or civilian equivalents.

e. Changes to any approved payback plans shall be reported to the OASD(RA) Materiel and Facilities Deputate quarterly and require the submission of a revised MOA. Once payback has occurred, a closure report is required. Closure reports and revised MOAs must be signed at the same level as the original MOA.
2. MILITARY DEPARTMENT REQUESTS FOR DELEGATION OF AUTHORITY TO APPROVE WITHDRAWALS, REDUCTIONS, TRANSFERS, OR LOANS OF RC EQUIPMENT

a. The Secretaries of the Military Departments may request delegation of authority to withdraw or divert equipment from the RCs under the following conditions:

(1) Once RC units are ordered to active duty (mobilized) in accordance with sections 12302 and 12304 of Reference (c), approval to withdraw, reduce, transfer, or loan equipment from the RCs to meet mission requirements of the mobilization may be delegated to the Secretaries of the Military Departments, who may then delegate that authority to the Military Department Chief Management Officer for the duration of the call-up or mobilization.

(2) When the RC and AC both agree that a delegation of authority is in the best interest of the Total Force and there will be minimal operational risk, an MOA between the specified AC and RCs shall be created for each action and shall include how the transfer of equipment will be tracked and when the equipment will be returned to the original component. Approval may be delegated to the Secretaries of the Military Departments, who may then delegate that authority to the Military Department Chief Management Officer pursuant to section 904(b) of Public Law 110-181 (Reference (m)). Component requests for delegation shall address any impacts on RC readiness, training, and HD or DSCA missions, as well as the timeline for replacement of the equipment.

b. After coordination with the CJCS, requests for the delegation of authority for all withdrawals or diversions shall be forwarded through the ASD(RA), who shall coordinate with the ASD(SO/LIC) and ASD(HD&ASA) to address the RC units falling under their oversight prior to submission to the USD(P&R) for submission to the Secretary of Defense for approval.

c. Status reports shall be provided on equipment withdrawn and diverted under delegated authority to the ASD(RA) Materiel and Facilities Deputate on a quarterly basis until equipment is replaced or returned to the RC. The status report shall contain a complete list of equipment, address plans to return or replace the equipment to the component from which it was withdrawn or diverted, indicate any variance from original MOAs, and provide sufficient equipment to support training and readiness requirements. Reports including equipment transfers reported for the first time shall provide a signed copy of the MOA between the gaining and losing components, to include when the equipment will be returned to the original component.

3. PAYBACK CLOSURE REPORTING

a. Closure reporting to the ASD(RA) of approved withdrawals, reductions, transfers, or loans of RC equipment shall include notification of the Military Department and the RC that the equipment has been replaced. If replacement of equipment does not occur within the parameters outlined in the MOA, an amended MOA must be submitted to the ASD(RA).
b. Closure reports for equipment transferred under delegated authority to the Military Department shall be submitted at the end of the quarter following replacement of the piece of equipment. The Secretaries of the Military Departments shall provide status reports on equipment withdrawn, reduced, or loaned under delegated authority to the ASD(RA) on a quarterly basis until all equipment is replaced or returned to the RC. The status report shall contain a complete list of equipment and must address plans to return or replace the equipment to the RC from which it was withdrawn or diverted and provide sufficient equipment to support training and readiness requirements. Initial reports shall provide a signed copy of MOAs between the gaining and losing components.

c. In the event that transferred equipment becomes obsolete prior to the scheduled payback, the closure report will outline an alternate modernized replacement in the quantity equaling the capability transferred. If equipment becomes obsolete and there is no modernized replacement item, or the item is no longer on authorization documents for the RC, the closure report will state such.

4. SEMIANNUAL REPORTING OF FUNDS AND DELIVERY CHANGES TO ASD(RA)

a. Semiannual ETR reports will be submitted by the Secretaries of the Military Departments to ASD(RA) not later than the 31st of July for the first 6 months of the calendar year and the 31st of January for last 6 months of the calendar year.

b. Reports will include equipment delivery to the RCs as per the P1-R/P-40.

c. ASD(RA) will use this ETR data to prepare the annual Report of National Guard and Reserve Equipment Delivery Changes to be submitted to the congressional defense committees. The reports will include the line item nomenclature, shown in the table.

<table>
<thead>
<tr>
<th>Nomenclature</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requested FY</td>
<td>The President’s requested budget that year.</td>
</tr>
<tr>
<td>Enacted</td>
<td>The approved budget for that year which includes supplemental appropriations and approved Congressional additions.</td>
</tr>
<tr>
<td>Current Program</td>
<td>The total program as it exists in the current FY.</td>
</tr>
<tr>
<td>Equipment Delivered</td>
<td>Equipment that has already been delivered up to but not including the current FY.</td>
</tr>
<tr>
<td>Quantities Planned</td>
<td>How the equipment quantity will be delivered by year until delivery is complete.</td>
</tr>
<tr>
<td>Current FY</td>
<td>Equipment planned deliveries, actual quantity and cost of delivered equipment, and a plus or minus 10 percent mitigation plan.</td>
</tr>
</tbody>
</table>
5. ANNUAL REPORTING OF FUNDS AND DELIVERY CHANGES TO CONGRESS

a. ASD(RA) will prepare, in coordination with USD(AT&L) and USD(C)/CFO, an annual Report of National Guard and Reserve Equipment Delivery Changes to the congressional defense committees.

b. The annual report of changes to National Guard and Reserve equipment funds and deliveries to Congress is to demonstrate the Department’s resolve to meet certification requirements in section 10541(d) of Reference (c) (due February each year). The annual report is to reflect changes to the President’s Budget request, with reference to the original amount enacted by Congress.

6. SUBMISSION OF BUDGET JUSTIFICATION DOCUMENTATION FOR TRANSPARENCY

a. The P-1R is a Procurement budget exhibit that shows all investment funding to include quantities and costs of procurement items allocated for the RC. The P-1R exhibit is a subset of the exhibit P-1, Procurement program in the DoD Budget. Congress requires each P-1 budget submitted by the President to Congress to specify amounts requested for procurement of equipment for the National Guard and Reserve Components. The P-1R shall be set forth separately from other amounts requested for procurement for the Military Services.

b. The P-1R has historically been treated as a non-binding projected subset of the P-1. To achieve congressional and DoD-mandated transparency the Services shall develop accurate projected funding and equipment quantities in the P-1R. Furthermore, the historical or “actual” funding and quantities must be updated in the P-1R for all applicable previous fiscal years. All funding and quantities for procurement of equipment for the National Guard and RCs shall be included in the P-1R.

c. For each budget line item listed in the P-1R budget exhibit, the Military Departments shall include separate identification of funding amounts, quantities, and deliveries for accountable end item equipment by component (Active, Reserve, and National Guard) in their detailed budget justification material (e.g., P-40 Budget Item Justification Sheet). This separate identification shall be provided for all fiscal years to include the prior years.

d. Military Departments shall modify their detailed budget justification material (e.g., P-40s) to include for each budget line item listed in the P-1R exhibit, separate identification of funding amounts, quantities, and deliveries for accountable end item equipment by component (Active, Reserve, and National Guard) for all fiscal years to include the prior years. All National Guard and Reserve accountable end item equipment procurements are applicable, to include modifications and support equipment, regardless of equipment type or procurement amount.

7. ASD(RA), USD(AT&L), and USD(C)/CFO. ASD(RA), USD(AT&L), and USD(C)/CFO will continually assess the effectiveness of the enhanced budget justification documentation and
reporting and make adjustments as appropriate to ensure it is meeting the intent of Congress and the DoD.

8. **EMR SUBMISSION**

   a. Quarterly EMR reports will be submitted by the Secretaries of the Military Departments to ASD(RA) not later than the 20th of January, April, July, and October. Reports indicating that no transfers were conducted are also required.

   b. Reports will include intra-component transfers conducted prior to mobilization to ready RC units for deployment.

   c. The reports will include the item nomenclature, quantity transferred, APSR when applicable, and the unit or state from and to which the item is transferred.
## GLOSSARY

### PART I. ACRONYMS AND ABBREVIATIONS

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AC</td>
<td>Active Component</td>
</tr>
<tr>
<td>APSR</td>
<td>accountable property system of record</td>
</tr>
<tr>
<td>ASD(SO/LIC)</td>
<td>Assistant Secretary of Defense for Special Operations and Low Intensity Conflict</td>
</tr>
<tr>
<td>ASD(HD&amp;ASA)</td>
<td>Assistant Secretary of Defense for Homeland Defense and Americas’ Security</td>
</tr>
<tr>
<td>ASD(RA)</td>
<td>Assistant Secretary of Defense for Reserve Affairs</td>
</tr>
<tr>
<td>CJCS</td>
<td>Chairman of the Joint Chiefs of Staff</td>
</tr>
<tr>
<td>CNGB</td>
<td>Chairman, National Guard Bureau</td>
</tr>
<tr>
<td>DoDD</td>
<td>DoD Directive</td>
</tr>
<tr>
<td>DoDI</td>
<td>DoD Instruction</td>
</tr>
<tr>
<td>DSCA</td>
<td>defense support of civil authorities</td>
</tr>
<tr>
<td>ETR</td>
<td>equipment transparency report</td>
</tr>
<tr>
<td>EMR</td>
<td>equipment movement report</td>
</tr>
<tr>
<td>HD</td>
<td>homeland defense</td>
</tr>
<tr>
<td>MOA</td>
<td>memorandum of agreement</td>
</tr>
<tr>
<td>NGREA</td>
<td>National Guard and Reserve Equipment Appropriation</td>
</tr>
<tr>
<td>OASD(HD&amp;ASA)</td>
<td>Office of the Assistant Secretary of Defense for Homeland Defense and Americas’ Security Affairs</td>
</tr>
<tr>
<td>PPBE</td>
<td>planning, programming, budgeting, and execution</td>
</tr>
<tr>
<td>RC</td>
<td>Reserve Component</td>
</tr>
<tr>
<td>USD(AT&amp;L)</td>
<td>Under Secretary of Defense for Acquisition, Technology, and Logistics</td>
</tr>
</tbody>
</table>
PART II.  DEFINITIONS

These terms and their definitions are for the purpose of this Instruction.

cross-level.  Directed transfer of equipment by the component between units within the same component to meet readiness requirements.

divert.  Equipment programmed or procured under congressional language that is not delivered to the originally designated RC.

dual use equipment.  Items on unit equipment authorization documents that support HD and DSCA.

enduring mission requirement.  Military Department or Combatant Command requirement to maintain equipment in a theater of operation.

inter-component transfer.  Equipment transferred from a RC to a different RC or AC for a period of greater than 90 days.

intra-component transfer.  Equipment directed at the Service level to be transferred from one unit to another unit within the same RC for a period of greater than 90 days.

loan.  The granting of temporary possession or use of non-excess equipment for which payment of a lease fee is not required.

Major Force Program -11 funded items.  Funding for procurement of items for use by special operations forces.

modernization.  Investments in systems, processes, equipment, and facilities that increase productivity, improve quality, and enhance capability.  Modernization encompasses a variety of actions related to improving a capability by adopting new technology, through modifications and system upgrades.

multi-component unit.  Units composed of units from more than one component that have formal operating agreements to share resources, enhance combat capability, and increase force-wide efficiency by leveraging the resources and strengths of all the components.

P-1R.  The Procurement budget exhibit that shows all investment funding to include quantities and costs of procurement items allocated for the RC.  The P-1R exhibit is a subset of the exhibit P-1, Procurement program in the DoD Budget.
P-40. Budget Item Justification Exhibit that provides overall narrative justification and total procurement costs for each P-1 line item.

RC. The portion of the Total Force made up of Reserve and Guard forces.

reconstitute. Those actions taken by a military force during or after operational employment to restore its combat capability to full operational readiness.

reduction. Decreasing the amount of funds or equipment through changes in unit or component composition or authorization, e.g., changing number of aircraft assigned to a unit or type unit.

repositioning. Intra-component equipment transfers.

Reserve equipment. All procurement and stock-funded organizational equipment in the possession of the RC.

reset. Maintenance and supply actions that restore combat capability to equipment that was destroyed, damaged, stressed, or worn out beyond economic repair due to combat operations, commensurate with the unit’s future mission.

Total Force. The organizations, units, and individuals that comprise the DoD resources for implementing the National Security Strategy. It includes DoD AC and RC military personnel, military retired members, DoD civilian personnel (including foreign national direct- and indirect-hire, as well as nonappropriated fund employees), contractors, and host-nation support personnel.

withdraw. To remove equipment in the possession of an RC.