



DEPARTMENT OF THE ARMY
1ST BATTALION, 1ST AIR DEFENSE ARTILLERY
UNIT 5140
APO AP 96368

APMC-PB

18 June 2009

MEMORANDUM FOR All personnel assigned, attached or OPCON to 1-1 ADA, Kadena Air Base, Okinawa 96368

SUBJECT: Policy Letter # 11 - Damaged Property

1. This policy governs the actions of all damaged property, regardless of Federal Supply Class. This policy is IAW AR 735-5, 14-18.
2. Damaged property may be determined unserviceable by technical inspection or may be classified as unserviceable through other than fair wear and tear. If so, the commander responsible will investigate the circumstances and take one of the following actions:
 - a. If negligence or willful misconduct was not involved, a statement signed by the unit commander will be attached to the damage report and coupled to the maintenance request and Estimated Cost of Damage (ECOD). The damage report will state the cause of damage. The commander's statement will state, "I have reviewed the circumstances surrounding the damage to the above item(s) and find no evidence of negligence or willful misconduct." The packet is submitted to me for endorsement and final disposition. I retain the right to review all property damage regardless of cost.
 - b. If I determine there is probable cause for investigation due to negligence or willful misconduct, I will NONCONCUR with the unit commander's statement and direct initiation of financial liability investigation of property loss (FLIPL). The unit commander will include pictures of the damage and request the Actual Cost of Damage (ACOD) in the FLIPL. If liability is determined the ACOD is used to charge the respondent.
3. Damage to OCIE will strictly follow AR 735-5, 14-18, section c. Commanders are authorized to approve damage statements (no negligence involved) when the cost to repair the damaged OCIE is less than \$ 100 per individual, per incident. The damage must be the result of a field training exercise or other approved unit training.
4. This policy letter is in effect until cancelled or superseded.

"FIRST AMONG EQUALS!"

FINIS A DODSON
CSM, USA
Battalion Command Sergeant Major

JANELL E. EICKHOFF
LTC, AD
Commanding