

CHAPTER 2 MAINTENANCE POLICIES AND STRUCTURE

2-1. General Maintenance Policy

a. Proper use, care, handling, and conservation of materiel (personal property) in accordance with public law is mandatory. The USACE Maintenance Program will be overseen in the Logistics Management Office and executed by assigned functional area. The following descending order of precedence will apply to all maintenance policies: Federal, Department of Defense, Department of the Army, and Engineer Regulations. When there is a conflict between any two regulations, the higher precedence will apply. If the conflict is between two regulations on the same level of precedence, HQUSACE will determine which has precedence.

b. The commander will appoint an individual in Logistics, in writing, as the maintenance officer to oversee the command's Materiel Maintenance Program. This appointment will be made at all division, district, laboratory and field operating activities.

c. Functional managers at all USACE activities are encouraged to cease spending for acquisition of development of nonstandard automated equipment management system when one exists else- where in the Corps, Army, or Government that meets the needs. Before starting major development efforts, field commanders will coordinate with the appropriate headquarters functional manager.

d. Maintenance managers will be appointed in writing (with the concurrence of the appropriate function division chief) at all activities requiring maintenance. The maintenance manager will maintain a consolidated list of all equipment and the maintenance coordinator assigned to support it.

(1) All USACE activities will established a maintenance "History Jacket" file for each item of equipment assigned or attached.

(2) Maintenance managers assure the collection and recording of cost of parts, labor and contracts for each piece of personal property.

(3) Methods listed in EP 750-1-1 will be used to document maintenance actions.

e. Maintenance coordinators will be designated in the maintenance plan at all activities requiring maintenance.

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2-2. The Maintenance System. Maintenance of personal property will be sustained at a level to assure responsiveness to mission requirements and readiness, as described in EP 750-1-1 and as specified in maintenance manuals and the local maintenance plan.

2-3. Equipment Training and Licensing. Equipment training and licensing in all USACE activities is mandatory. Commanders and/or directors are responsible for ensuring a comprehensive training and licensing program is established, maintained and executed in accordance with AR 600-55 and EM 385-1-1.

2-4. Maintenance Assistance and Instruction Team (MAIT). Department of the Army has developed a maintenance and instruction program at the decentralized level. Corps activities may request assistance from the MAIT by contacting the Directorate of Logistics (DOL) of the nearest Army installation and request the support needed (reimbursement may be required). Usually, a MAIT is in place at most Army installations to support the active Army.

2-5. Materiel Maintenance Management Business Process. Appendix C is an outline of the maintenance management business processes required for Corps of Engineers activities, with suggested forms and media, plus related references in parenthesis.