

DEPARTMENT OF THE ARMY TECHNICAL BULLETIN

INSTRUCTIONS FOR PREPARATION  
OF  
REQUEST FOR DISPOSITION OR WAIVER  
(DA FORM 3590)  
FOR USAATCOM EQUIPMENT AND  
USATACOM, NON-DEVELOPMENTAL ITEM (NDI)

Headquarters, Department of the Army, Washington, D.C.  
15 November 1994

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REPORTING OF ERRORS AND RECOMMENDING IMPROVEMENTS

You can help improve this publication. If you find any mistakes or if you know of a way to improve the procedures, please let us know. Mail your letter, DA Form 2028 (Recommended Changes to Publications and Blank Forms), or DA Form 2028-2 located in the back of this publication direct to: Commander, U.S. Army Aviation and Troop Command, ATTN: AMSAT-I-MP, 4300 Goodfellow Boulevard, St. Louis, MO 63120-1798. A reply will be furnished directly to you.

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\*This bulletin supersedes TB 43-0140, 15 Jul 93.

**1. Purpose.** This bulletin implements the policies established by AR 750-1. It provides support and depot facilities with procedures for the preparation of DA Form 3590 (Request for Disposition or Waiver) for US Army Aviation and Troop Command (USA ATCOM). This Data Sheet can be used as follows:

a. As a disposition request for excess equipment of reportable equipment and for transfer or deployment of all equipment except aircraft.

b. To furnish a complete description of an item of equipment, report the condition, thereof, reclamation and estimated cost of reclamation required to return it to a serviceable condition, and for disposition or waiver request.

**2. Scope** This bulletin applies to all active US Army, US Army Reserve and US Army National Guard, Department of Defense, and other government or contractor activities that operate, store, or maintain equipment managed by Aviation and Troop Command (ATCOM) or Tank Automotive (TACOM), with the exception of aircraft and aviation auxiliary items.

a. DA Form 3590 will be completed for all USA Aviation and Troop Command and USA Tank Automotive Command managed equipment in accordance with the provisions of Appendix B.

b. DA Form 2404 (Equipment Inspection and Maintenance Worksheet) will be completed in accordance with DA PAM 738-750. If the applicable technical bulletin (TB 750/TB 43 series) contains specific instructions for the equipment, those instructions apply.

c. DA Form 2765-1 is required in accordance with DA PAM 710-2-1, paragraph 3-5 and DA PAM 710-2-2, paragraph 14-3.

#### **4. DA Form 3590 Requirements.**

a. Current TBs must be used to determine repair eligibility.

b. Equipment will not be reported for disposition solely on the basis of overage. Serviceable overage equipment will be retained in use unless mission priority warrants a replacement.

c. When submitting a DA Form 3590 for USA Aviation and Troop Command and US Tank Automotive Command managed equipment end item mounted on carrier managed by another command, a DA Form 461-5 (Vehicle Classification Inspection) will be required for the transport vehicle.

**EXAMPLE:** A generator set mounted on a TACOM trailer requires a DA Form 3590 for the generator set and a DA Form 461-5 for the transport vehicle. The DA Form 461-5 will be attached to the DA Form 3590.

#### **5. DA Form 3590 Submittal.**

a. Support Activities. One copy of DA Form 3590, DA Form 2404, DA Form 2765-1, and when applicable, DA Form 461-5 will accompany the original report and DA Form 3590. The DA Form 3590 will be sent to Commander, US Army Aviation and Troop Command, ATTN: AMSAT-I-SDI, 4300 Goodfellow Blvd., St. Louis, MO 63120-1798, for TACOM managed equipment send to US Army Tank Automotive Command, ATTN: AMSTA-FH, Warren, MI 48397-5000.

b. Depot Activities.

- (1) One copy of DA Form 3590, DA Form 2404, DA Form 2765-1, and when applicable, DA Form 461-5 will accompany the original request (DA Form 3590). The DA Form 3590 will be sent to USA Aviation and Troop Command and USA Tank Automotive Command (reference 5a above) upon receipt of an inspection of a major item classified as condition F or H. If on a subsequent inspection the F coded stock is downgraded to H, a new request including DA Form 2404 and if applicable, DA Form 461-5, with copies, will be forwarded to ATCOM and TACOM.
- (2) Request for Waivers. One copy of DA Form 3590, DA Form 2404 and, if applicable, DA Form 461-5, will accompany the original DA Form 3590 to ATCOM and TACOM when the request for waiver is processed. A reference to the DA Form 461-5, including applicable estimated vehicle repair costs, will be made in block 10 of the DA Form 3590.

**6. Uneconomically Repairable Items.**

a. When a major end item of equipment is considered uneconomically repairable, prepare a separate DA Form 3590 for each associated intensively managed item, and attach a copy of the DA Form 3590 for the major end item. Reference will be made to each attached form in block 10 of the end item DA Form 3590.

b. Copies of the action will be furnished to the Chief Logistics Management Office or Commander, TACOM, ATTN: AMSTA-FH and AMSTA-MV, Warren, MI 48397-5000 serving the geographic area in overseas theaters, with information copy to Commander, USA Aviation and Troop Command, ATTN: AMSAT-I-SDI, 4300 Goodfellow Blvd., St. Louis MO 63120-1798 or Commander, TACOM, ATTN: AMSTA-FH and AMSTA-MV, Warren, MI 48397-5000.

c. When it is determined that a CONUS item will be removed from the Army inventory and transferred to property disposal, those actions shall be forwarded direct to Commander, ATCOM, ATTN: AMSAT-I-SDI, 4300 Goodfellow Blvd., St. Louis, MO 63120-1798.

**7. Special Instructions.** Repair or replacement of material not included in block 9 end item repair cost (AR 750-1) will be listed in block 10 of the DA Form 3590, by material and cost.

**8. Time Limitation.** The DA Form 3590 is void 90 days after initiation. This does not apply to serviceable or unserviceable items in depot stock. The time limit also applies to supporting documents as the DA Form 461-5 and the DA Form 2404.

## APPENDIX A

## REFERENCES

**SCOPE**

This appendix lists all forms, field manuals, administrative publications, and technical manuals referenced in this manual.

**FORMS**

Recommended Changes to Publications.....	DA Form 2028
Recommended Changes to Equipment Technical Manuals .....	DA Form 2028-2
Equipment, Inspection, and Maintenance Worksheet.....	DA Form 2404
Request for Issue or..... Turn-In	DA Form 2765-1
Vehicle Classification..... Inspection	DA Form 461-5

**TECHNICAL PUBLICATIONS**

Maintenance Expenditure .....	TB 750-97/TB 43 Series
Limits	
Maintenance Expenditure Limits for FSC Group 19, 20 and 23 .....	TB 43-002-26

**MISCELLANEOUS PUBLICATIONS**

Logistical Policies for Support.....	AR 130-400
Requisitioning, Receipt and Issue System .....	AR 725-50
Packing of Army Material for Shipment and Storage.....	AR 746-1
Army Material Maintenance Concept and Policies .....	AR 750-1
Consolidated Index of Army Publications and Blank Forms .....	DA PAM 25-30
The Army Maintenance Management System (TAMMS).....	DA PAM 738-750
Using Unit Supply System .....	DA PAM 710-2-1
Supply Support Activity Supply System .....	DA PAM 710-2-2
Army Adopted/Other Items Selected for Authorization/List of Reportable Items.....	SB 700-20
Standard Study Numbering System..... and Replacement Factors	SB 710-1-1

## APPENDIX B

**INSTRUCTIONS FOR PREPARATION OF DA FORM 3590  
(REQUEST FOR DISPOSITION OR WAIVER)  
FOR ATCOM TROOP SUPPORT AND SURFACE EQUIPMENT**

**Preparation.** Prepare DA form 3590 (Figure 1) as follows:

- a. Block 1. Mark the appropriate block to indicate the type of request.
- b. Block 2. Enter the owning unit/organization and location of the equipment being reported (Property Book Owner).
- c. Block 3. Enter the date the equipment inspection was completed.
- d. Block 4. For use by originating activity for document control.
- e. Block 5. Enter description of equipment as in the supply/maintenance publications or on the data plate. Blocks 5a through 5g will be completed as follows:
  - (1) Block 5a. Enter the year of manufacture. Possible sources of this data are (1) Data Plate, (2) applicable TB 43-0002 publication (3) estimate. Indicate an estimate by writing or typing "EST" next to the year.
  - (2) Block 5b. Enter the hours/miles accrued since new. Indicate an estimate as in block 5a.
  - (3) Block 5c. Enter the item NSN indicated on the data plate.
  - (4) Block 5d. Enter the manufacturer's name as indicated on the data plate.
  - (5) Block 5e. Enter the manufacturer's model number from the data plate.
  - (6) Block 5f. Enter the serial number from the data plate.
  - (7) Block 5g. Enter the registration number marked on the equipment if available, if not indicate N/A.
- f. Block 6. Enter the engine make from the engine data plate. If missing, obtain from the end item data plate. Complete block 6a and 6b as follows:
  - (1) Block 6a. Enter the engine model from the engine data plate. If missing, obtain from the end item data plate.
  - (2) Block 6b. Enter the engine serial number from the engine data plate. If missing, obtain from the end item data plate.
- g. Block 7. If the item is listed in a Technical Bulletin (TB 750/TB 43-0002 series) enter the applicable TB number and publication date. In the Max Allowable Percentage block enter the MEL from the TB.
- h. Block 8. Record in blocks 8a through 8c the information identifying the items reported by the attachments. The information entered will be obtained from the attachments (DA Form 3590/DA Form 461-5).

**i. Block 9. This is an estimate as actual cost cannot be determined without disassembly and the expenditure resources. To provide a reasonably accurate estimate, perform a detailed mechanical evaluation, holding disassembly to a minimum, and estimate the cost involved in performing the repairs required as indicated by the evaluation. If the equipment is inoperable provide the best estimate; however, a statement to that effect should be provided in block 10. Complete block 9 as follows:**

- (1) Parts and Material. Enter the cost of parts and material as determined in accordance with AR 750-1.
- (2) Labor Cos. Enter the direct labor costs as determined in accordance with AR 750-1. Use task hour information provided in the technical manual Maintenance Allocation Charts or similar work previously performed. TB 43-0148 has been recinded and will not be used.
- (3) Transportation (NICP). To be entered by the NICP.
- (4) Missing Items. Enter the cost of all missing items. This cost will not include any cost listed above. Any cost for items referenced in AR 750-1 is not to be included. The missing items will be identified in Column C of DA Form 2404.
- (5) Total Cost. Enter the total cost including parts and material, labor and missing items.
- (6) Acquisition Cost. Enter the acquisition cost (IDS and IGS) obtained from current SB710-1-1 for all ATCOM and TACOM managed troop support, surface items, and watercraft. \*For Army Watercraft, the replacement cost will be obtained from TB 43-0002-26 and used in lieu of the AMDF acquisition cost.
- (7) Repair Cost Percentage. Divide repair cost by the acquisition cost, move decimal in answer two digits to the right and express the answer in percent.

**j. Block 10. Enter all applicable information to include MWO's not applied, and rationale and justification for waiver decisions. If the available space in block 10 is insufficient, continue the remarks on plain bond paper.**

**k. Block 11. Enter the typed name, organization, and telephone number (DSN/commercial) of the performing inspector, and date. .The inspector will sign this block upon completion of the inspection.**

**l. When an NFRP Field Representative is consulted or involved in the decisions or estimates, his typed name, telephone number (DSN/commercial), and signature will be entered in this block. Justification for the position taken by the representative relative to concurrence/non-concurrence will be entered in Block 10, Remarks.**

**m. Block 13. To be used only when disposition or waiver instructions are provided.**

**n. Block 14. Enter the alpha code to indicate the condition of the equipment. Specific authorization is covered in AR 725-50.**

**o. Block 15. No entry will be made in this block until the NICP has provided disposition instruction or authorized waiver.**

Entries for depot maintenances should be actual or computed replacement cost.

REQUEST FOR DISPOSITION OR WAIVER					
For use of this form, see TB 43-0140. the proponent agency is U. S. Army Materiel Command					
1. <input checked="" type="checkbox"/> DISPOSITION		<input type="checkbox"/> WAIVER			
2. LOCATION OF EQUIPMENT 67 AD ARTY 2 BN HHB APO NY 09086		3. DATE (Submission)			
WK 4R8J		4. DOCUMENT NO. (Depot only)			
5. EQUIPMENT NOMENCLATURE Compressor, Air; GED Trl mtd 2 wheel, 15CFM, 175 PSI					
a. YEAR MFGR. 1980	b. HOURS/MILES N/A	c. NSN 4310-01-069-6935	d. MAKE Bauer	e. MODEL KAB-545-15	
f. SERIAL NO. 77040-2		g. REGISTRATION NO. N/A			
6. ENGINE MAKE Mil Std	a. ENGINE MODEL Mark II		b. ENGINE SERIAL NO. J095842		
7. MAINT. EXPENDITURE LIMITS (MEL) TB 43-0002-25		DATE: OCT 80		MAX. ALLOWABLE PERCENTAGE 65% %	
8. ATTACHMENTS. (INTENSIVE MANAGEMENT ITEMS; AUTOMATIC RETURN ITEMS)					
a. NSN 2330-01-044-1971	b. ITEM DESCRIPTION Trailer	c. MAKE Barkhurst	d. MODEL M569A1	e. SERIAL NO. 4153	
9. ESTIMATED REPAIR COSTS (See attached DA Form 2404)		10. REMARKS			
PARTS & MATERIALS					445
LABOR COSTS MHRS. X\$					715
TRANSPORTATION (NICP)					
MISSING ITEMS					N/A
TOTAL COST					1,150
ACQUISITION COST					\$1,641
REPAIR COST PERCENT					70%
11. TYPED NAME, ORG. & SIGNATURE OF INSPECTOR JOHN JONES 67 AD ARTY		14. CONDITION CODE  P	15. DISPOSITION OR WAIVER INSTRUCTION		
12. TYPED-NAME & SIGNATURE OF NICP REP.					
13. TYPED NAME & SIGNATURE OF NICP REP.					

DA FORM 3590  
1 JUL 75

REPLACES DA FORM 3590, 1 APR 70, WHICH IS OBSOLETE\* U.S. G.P.O. 1976-665697/101

Figure 1. Sample of Complete DA Form 3590 for ATCOM Troop Support and Surface Equipment

By Order of the Secretary of the Army:

GORDON R. SULLIVAN  
*General, United States Army*  
*Chief of Staff*

OFFICIAL:



MILTON H. HAMILTON  
*Administrative Assistant to the*  
*Secretary of the Army*  
07695

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To be distributed in accordance with DA Form 12-25-E, block no. 0513, requirements for TB 43-0140.

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RECOMMENDED CHANGES TO EQUIPMENT TECHNICAL PUBLICATIONS



THEN...JOT DOWN THE  
DOPE ABOUT IT ON THIS FORM.  
CAREFULLY TEAR IT OUT, FOLD IT  
AND DROP IT IN THE MAIL.

**SOMETHING WRONG WITH PUBLICATION**

FROM: (PRINT YOUR UNIT'S COMPLETE ADDRESS)

DATE SENT

PUBLICATION NUMBER

PUBLICATION DATE

PUBLICATION TITLE

BE EXACT PIN-POINT WHERE IT IS

PAGE  
NO.

PARA-  
GRAPH

FIGURE  
NO.

TABLE  
NO.

IN THIS SPACE, TELL WHAT IS WRONG  
AND WHAT SHOULD BE DONE ABOUT IT.

TEAR ALONG PERFORATED LINE

PRINTED NAME, GRADE OR TITLE AND TELEPHONE NUMBER

SIGN HERE

# THE METRIC SYSTEM AND EQUIVALENTS

## WEIGHT MEASURE

1 Centimeter = 10 Millimeters = 0.01 Meters = 0.3937 Inches  
 1 Meter = 100 Centimeters = 1000 Millimeters = 39.37 Inches  
 1 Kilometer = 1000 Meters = 0.621 Miles

## WEIGHTS

1 Gram = 0.001 Kilograms = 1000 Milligrams = 0.035 Ounces  
 1 Kilogram = 1000 Grams = 2.2 lb.  
 1 Metric Ton = 1000 Kilograms = 1 Megagram = 1.1 Short Tons

## LIQUID MEASURE

1 Milliliter = 0.001 Liters = 0.0338 Fluid Ounces  
 1 Liter = 1000 Milliliters = 33.82 Fluid Ounces

## SQUARE MEASURE

1 Sq. Centimeter = 100 Sq. Millimeters = 0.155 Sq. Inches  
 1 Sq. Meter = 10,000 Sq. Centimeters = 10.76 Sq. Feet  
 1 Sq. Kilometer = 1,000,000 Sq. Meters = 0.386 Sq. Miles

## CUBIC MEASURE

1 Cu. Centimeter = 1000 Cu. Millimeters = 0.06 Cu. Inches  
 1 Cu. Meter = 1,000,000 Cu. Centimeters = 35.31 Cu. Feet

## TEMPERATURE

$5/9(^{\circ}\text{F} - 32) = ^{\circ}\text{C}$   
 212° Fahrenheit is equivalent to 100° Celsius  
 90° Fahrenheit is equivalent to 32.2° Celsius  
 32° Fahrenheit is equivalent to 0° Celsius  
 $9/5^{\circ}\text{C} + 32 = ^{\circ}\text{F}$

## APPROXIMATE CONVERSION FACTORS

TO CHANGE	TO	MULTIPLY BY
Inches	Centimeters	2.540
Feet	Meters	0.305
Yards	Meters	0.914
Miles	Kilometers	1.609
Square Inches	Square Centimeters	6.451
Square Feet	Square Meters	0.093
Square Yards	Square Meters	0.836
Square Miles	Square Kilometers	2.590
Acres	Square Hectometers	0.405
Cubic Feet	Cubic Meters	0.028
Cubic Yards	Cubic Meters	0.765
Fluid Ounces	Milliliters	29.573
its	Liters	0.473
arts	Liters	0.946
allons	Liters	3.785
Ounces	Grams	28.349
Pounds	Kilograms	0.454
Short Tons	Metric Tons	0.907
Pound-Feet	Newton-Meters	1.356
Pounds per Square Inch	Kilopascals	6.895
Miles per Gallon	Kilometers per Liter	0.425
Miles per Hour	Kilometers per Hour	1.609

TO CHANGE	TO	MULTIPLY BY
Centimeters	Inches	0.394
Meters	Feet	3.280
Meters	Yards	1.094
Kilometers	Miles	0.621
Square Centimeters	Square Inches	0.155
Square Meters	Square Feet	10.764
Square Meters	Square Yards	1.196
Square Kilometers	Square Miles	0.386
Square Hectometers	Acres	2.471
Cubic Meters	Cubic Feet	35.315
Cubic Meters	Cubic Yards	1.308
Milliliters	Fluid Ounces	0.034
Liters	Pints	2.113
Liters	Quarts	1.057
ers	Gallons	0.264
ms	Ounces	0.035
ograms	Pounds	2.205
Metric Tons	Short Tons	1.102
Newton-Meters	Pounds-Feet	0.738
Kilopascals	Pounds per Square Inch	0.145
ometers per Liter	Miles per Gallon	2.354
ometers per Hour	Miles per Hour	0.621



**PIN: 020128-000**