



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS COMMAND
3000 MARINE CORPS PENTAGON
WASHINGTON, DC 20350-3000

IN REPLY REFER TO:
7500
G-4
APR 26 2018

MARINE CORPS INSTALLATIONS COMMAND POLICY LETTER 6-18

From: Commander, Marine Corps Installations Command (MCICOM)
To: Distribution List

Subj: AMENDMENT TO THE SERIAL NUMBER RECORDED IN DEFENSE PROPERTY
ACCOUNTABILITY SYSTEM (DPAS) FOR GARRISON MOBILE EQUIPMENT ASSETS

Ref: (a) DoDI 5000.64
(b) MCO 4410.28
(c) Financial Improvement Audit Readiness Guidance, April 2017

1. Purpose. To provide guidance on using the Vehicle Identification Number (VIN) as the serial number/unique identifier for Garrison Mobile Equipment (GME) assets within an Accountable Property System of Record (APSR).
2. Background. GME assets are recorded in the Defense Property Accountability System (DPAS) as it is the approved APSR for Garrison Property. Previous character limitations in the APSR did not allow Accountable Officers (AO's) to utilize the VIN of an asset as the Serial Number in DPAS. As a result, the GME process for compliance with references (a) through (c) has been to use the vehicles license plate number as the Serial Number to record that specific data element in DPAS. In some instances, license plate changes are necessary and subsequently require updates to the property record. Recent capability upgrades to the APSR allow AO's to utilize the VIN in the serial number field, instead of the license plate number. The VIN will provide a permanent serial number to GME assets, preventing the need to update records in the APSR when license plate number changes occur.
3. Policy. Effective 30 April 2018, GME AO's will enter the VIN into the serial number field for all GME assets. The license plate number will no longer be utilized as the vehicle's unique identifier.
4. Action. AO's will update all GME asset records in accordance with paragraph 3 of this policy letter. To ensure all legacy records are updated in DPAS, AO's have until 30 April 2019 to make all appropriate changes. This policy is in effect until amended or rescinded.
5. Applicability. This policy applies to Marine Corps Installations Command and Training and Education Command installations.


T. R. CALHOUN
By direction

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