



Defense Property Accountability System (DPAS) Excess Process

Definitions:

Excess Assets: Items that have completed reutilization screening within the Department of Defense (DoD) and are not required for the needs and the discharge of responsibilities of any DoD Activity (Reference DoD 4140.01-R).

Excess Action: Code which indicates the action being taken for the excess asset. Codes 'E' and 'P' are system generated. For code 'W' (Withdraw), there is a check box used to withdraw assets previously reported as excess.

Excess In Place: An item put into an excess status but remaining where it is currently located. This is often used when the cost of relocating an item to a Defense Reutilization and Marketing Office (DRMO) is prohibitive.

Excess Process Business Rules:

Redistribution and disposal of excess DoD assets is accomplished in Web DPAS by an interface with the Defense Reutilization and Marketing Service (DRMS). Web DPAS links to the local Defense Reutilization and Marketing Office (DRMO) with the program used by DRMO activities for receiving assets. The DRMS Automated Information System (DAISY) is the system for redistribution or disposal of resources, including Information Technology (IT). The Web DPAS to DAISY interface provides an automated link between the property book and the disposal activity.

There are two types of transactions sent by Web DPAS: Excess and Pre-notification. The Excess transaction is sent to inform the disposal activity that an asset is available for redistribution. The Pre-Notification (Potential Excess) transaction is sent to inform the disposal activity that an asset will become available for redistribution at some point in the future. While the Pre-Notification transaction is not a mandatory transaction, it does allow the disposal activity to prepare with work planning when and if large quantities of property are arriving at the site. It also helps to ensure that the proper paper work is generated when items are turned in. It should be noted that Pre-Notification transactions can not be created for bulk assets.



A Command can withdraw an asset designated as excess provided the disposal activity has not processed the accepting transaction in DAISY. A withdraw transaction can be sent for either the Excess or the Pre-Notification transaction type.

Commands are allowed to designate assets to other organizations or designees, but must receive approval from DRMO to transfer these excess items. This request must be identified during the initial excess process. Donations to school organizations can be designated in the DPAS excess process. All schools requesting donation need to be in the DRMO Computers for Learning (CFL) database. Visit the CFL Website for more information. If you are requesting to donate assets to an Agency other than approved school, contact your DRMO for assistance.

When a Command has a Memorandum of Agreement with the servicing disposal activity (DRMO/FRA), the asset may be marked as "Excess" but remain at the Command site until redistribution. This will be known as "Excess in Place". Any assets that reside in Web DPAS will be removed from the property books, but will remain the responsibility of the Command where the asset is located.