

Tab 1 Appendix H
Instructions for Completing DD Form 1348-1A
Disposal Turn-In Document (DTID)

H-1-1. General Requirements:

a. The DD Form 1348-1A must be typed! Under adverse circumstances hand written documents with information clearly printed may be accepted if all copies are legible.

b. All copies of the DD Form 1348-1A must be legible. If all copies are not legible, the materials will not be accepted.

H-1-2. Instructions: ITEMS IN BOLD PRINT ARE TO BE COMPLETED BY THE ACTIVITY PRIOR TO TURN-IN! Specific blocks of the DD Form 1348-1A must be completed as follows:

a. Columns 23-24: Enter the appropriate unit of issue (container);

- (1) "DR" = Drum
- (2) "BX" = Box
- (3) "CN" = Container
- (4) "EA" = Each

b. Columns 25-29: Enter the total number of containers being turned-in. Leading zeros must be entered. Example "00005"

c. Columns 52-53: Should always be "21" - standard code. (For all army units, other activities may need to use different code).

d. Column 71: Must contain "H".

e. Block 2 (Ship From): Enter "W26R1J".

f. Block 3 (Ship To): Enter "DRMO".

g. Block 4 (Mark For): Must contain "HW".

h. Block 17 (Item Nomenclature): Enter "Common Name of material" (not DOT proper shipping name, hazard class, ID number, PG or profile name) and "EPA waste codes". Example "Paint, D001, D007, D008".

i. Block 19 (No. Cont): Enter total "number of containers". This number should be the same as in item b above (Columns 25-29).

j. Block 24 (Document Number & Suffix): Enter "W26R1J" in the upper left hand corner of the block. Enter the "first 4 digits of the stock number (FSC)" of the waste in the upper left hand corner of the block. Full NSN is for serviceable products only, not for wastes. The FSC for spill debris is "9999". Example:

W26R1J

8010

k. Block 26 (RIC, UI, QTY): Enter the following items with spacing as shown in the example, "PROFILE:" "HIN:" & "ASD:". Example:

PROFILE:

ASD:

l. Block 27 (Additional Information): Enter the following items with spacing as shown in the example, "Activity Document Number", "Activity Address", "Hazardous Waste Coordinator Information and signature", "Description of outside containers", "Site Number", "HWAF O/H:" & "Container Numbers".

Example:

John Q. Smith	"Signature"
	2 - 55 gal 1A2
HWC	2 - 30 gal 1A2
878-1234	1 - 5 gal 1H2

Site Number: ET97001

HWAF O/H:

Container No. 00001, 00002, 00003, 00004, 00005

H-1-3. See Figure H-1-1 for an example of a completed DD Form 1348 - 1A.

THIS PAGE NOT USED