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Logistics

DOD MILITARY WORKING DOG (MWD) PROGRAM

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(Affix to the front of the publication)

**DEPARTMENTS OF THE ARMY, THE NAVY, THE AIR FORCE
AND THE MARINE CORPS**

Logistics

DOD MILITARY WORKING DOG (MWD) PROGRAM

This regulation sets policies and procedures governing the logistics aspects of the DOD MWD Program. It assigns responsibilities for budgeting, funding, accounting, procuring, distributing, redistributing, and reporting of dogs; and specifies procedures to be followed in submitting dog requirements and requisitions. It implements DOD Directives 4000.19, 14 October 1980, with changes 1 and 2; and 5200.31, 7 September 1983. It applies to the Air Force, the Army, the Navy, the Marine Corps, the US Air Force Reserves, and the Air National Guard.

Section A—General Information About the MWD Program

1. Terms Explained:

a. **Military Working Dog (MWD).** Any government-owned dog that was procured, acquired, or bred to meet working dog requirements of the military departments and DOD agencies, collectively referred to as DOD components.

b. **Dog Training.** Training that is conducted in formal dog training schools under the authority of the US Air Force security police. The Air Training Command (ATC) is responsible for the training, which is conducted at Lackland AFB by the DOD Military Working Dog Agency (MWDA).

c. **Types of Dogs.** Types are listed in section B by national stock number (NSN) and nomenclature.

2. Responsibilities and Functions:

a. The Department of the Air Force has procurement responsibility for DOD for that part of Federal Stock Class 8820 which pertains to MWDs (see DFAR 208.7103). The Air Force has integrated materiel management responsibilities for all MWDs used by the DOD compo-

nents. The Department of the Air Force, as single manager for the DOD MWD Program, has assigned logistics management responsibilities to HQ USAF/LEYS and functional user management responsibility to HQ AFOSP.

b. Equipment and supplies such as collars, leashes, and muzzles are procured by the Defense Logistics Agency (DLA). Standardized dog food and dog shipping crates are procured by the General Services Administration (GSA). These dog equipment and supply items are available through supply channels within each department or agency.

c. Logistics responsibilities are delegated by HQ USAF/LEYS to the Air Training Command, with responsibility for commodity management, procurement, and logistics support assigned to the Air Force Military Training Center (AFMTC), Lackland AFB TX. Under direction of the Commander, DOD MWDA, Lackland AFB TX, will:

(1) Recruit, evaluate, receive, and process prospective MWDs.

(2) Account for, determine requirements, control records, budget for, price, catalog, and perform other related inventory management responsibilities.

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(3) Kennel, maintain custody, and care for animals under direct control of the DOD MWDA; maintain appropriate levels of dog supplies and equipment, such as dog gear, shipping crates, and food to support the kennel population; and perform other support requirements.

(4) Receive, issue, and make arrangements for the shipment of dogs from the DOD MWDA to using agencies by commercial and military air transportation on a DOD worldwide basis.

(5) Provide disposition instructions to DOD components worldwide for the return, redistribution, or other disposition of excess dogs and maintain a central repository for deceased dog records.

(6) Ensure, through veterinary support, that officially acquired new dogs meet adequate health and physical standards and that proper nutritional, kenneling, and sanitary needs are met for animals under control of the DOD MWDA.

3. DOD Component's Responsibilities. The Air Force, the Army, the Navy and the Marine Corps will:

a. Establish a central point of contact or clearing unit to submit annual MWD procurement and replacement requirements to the DOD MWDA.

b. Monitor and approve subordinate activities' requirements for MWDs.

c. Report worldwide assets as prescribed in paragraph 12.

d. Budget and fund for MWDs and support equipment or supplies, as required.

e. Report excess trained dogs as indicated in paragraph 11.

f. Provide requirements data to the DOD MWDA according to this directive.

Section B—Policies, Procedures, and Responsibilities for MWD Procurement and Management

4. Annual Requirements. DOD components must submit annual requirements for the following fiscal year to the DOD MWDA no later than 1 April of each year. Address submission to the DOD MWDA, Lackland AFB TX 78236-5000, Attn: Commander; with an information copy to the 3250th TTW/TTGX, Lackland AFB TX 78236-5000; and HQ AFOSP/SPO, Kirtland AFB NM 87117-6001. Include new and projected fiscal year replacement requirements. New requirements are based on an approved in-

crease in authorization. There is no specific maximum age for MWDs; however, as long as dogs are physically and temperamentally fit, they will be used. Dogs will not be identified as excess to requirements on the basis of age alone. Fiscal year requirements are subject to adjustments based on the number of dogs that die or become unfit.

5. Support of Army, Navy, and Marine Corps. Logistic support will be accomplished according to basic policies and principles for interservice, interdepartmental, and interagency support provided in DOD Directive 4000.19.

6. Requisitioning MWDs:

a. All requisitions for MWDs must be sent in Military Standard Requisitioning and Issue Procedures (MILSTRIP) format (message or letter form only) according to the supply procedures of the respective DOD component. Requisitions sent to the DOD MWDA through the computer system will be canceled. Submit requisitions for MWDs by letter or message only to the DOD MWDA, using DOD activity address code FD3047 and routing identifier code FUZ, as follows:

(1) Air Force. Submit all requisitions in accordance with AFM 67-1, volume II, part two, chapters 9 and 22.

(2) US Army. Submit all requisitions to CDR, TROSCOM, Attn: AMSTR-STFC, 4300 Goodfellow Blvd, St Louis MO 63120-1798.

(3) US Navy. Submit all requisitions to Commander, Naval Investigative Service Command, Attn: Code 24, Wash DC 20388-5024.

(4) US Marine Corps. Submit all requisitions to Commandant of the Marine Corps, HQ US Marine Corps, (POS-41), Wash DC 20380-0001.

b. Requisitions are sent independent of student training quotas and are filled from oldest to newest. Requisitions may be submitted to fill newly authorized requirements, to replace a deceased dog or one scheduled for euthanasia, or to replace a dog diagnosed by a veterinarian as having a medical condition that will result in decertification or euthanasia within a year. Requisitions will be coded "R" for replacement, "I" for initial issue, or "D" for replacement of a deceased dog.

c. The using activity should order the type of dog needed or authorized.

7. Shipping MWDs. Dogs being shipped outside the continental United States (CONUS) from the DOD MWDA, Lackland AFB TX, will be escorted by a qualified dog handler. Escorts are usually students that have completed training. If an escort is not available, the applicable service will be contacted to provide an escort within 15 days of notification that an MWD is available. Dogs being shipped within CONUS may be shipped by commercial air without an escort.

8. Dog Procurement:

a. Qualified dogs are acquired by the DOD MWDA from the American dog-owning public and from various foreign countries.

b. On a coordinated basis, DOD components support the DOD MWDA's recruiting campaigns by providing facilities, veterinary, and logistics support for the recruiting team.

c. Public information support is solicited from the public affairs offices of respective DOD components to make sure the public is made aware of the need for qualified dogs during specific recruiting campaigns.

d. Military veterinarians are responsible for performing physical examinations on prospective MWDs.

e. The DOD MWDA is the sole logistics management agency for dogs within DOD.

NOTE: The DOD MWDA is the only agency authorized to procure and distribute dogs for use by DOD components. Services may redistribute their MWDs only after coordination with the DOD MWDA.

f. When a dog is accepted as government property, it will be assigned a brand number, which is usually tattooed on the inner aspect of the left ear. The assignment of brand numbers will not be issued, changed, or reassigned by any agency other than the DOD MWDA.

9. Accountability:

a. Accountability is assumed by the DOD MWDA for all dogs accepted for procurement and branded as government-owned dogs. Accountable records are maintained by the DOD MWDA's inventory manager on all classifications of dogs by an NSN.

b. Based on the needs of DOD components, current nomenclature and NSNs for MWDs are:

- (1) Patrol, 8820-00-435-9005.
- (2) Patrol/Drug, 8820-00-243-7542.
- (3) Patrol/Explosives, 8820-00-188-3880.
- (4) Scout, 8820-00-160-6152.

(5) Sentry, 8820-00-160-6153.

(6) Detector-Drug/Large, 8820-00-238-8577.

(7) Detector-Drug/Small, 8820-01-271-3929.

(8) Detector-Explosive, 8820-00-043-3526.

(9) Untrained, 8820-00-935-6677.

(10) Patrol with crate, 8820-01-206-5215.

(11) Patrol/Drug with crate, 8820-01-209-2027.

(12) Patrol/Explosives with crate, 8820-01-206-5216.

(13) Detector/Large with crate, 8820-01-208-0082.

(14) Detector-Explosive with crate, 8820-01-208-0081.

c. Accountability is transferred from the DOD MWDA upon receipt of dogs by gaining activities.

NOTE: Included with all trained dogs shipped against requisitions will be all applicable AFMTC Forms 375, Military Working Dog Status Report; DD Forms 1834, Military Working Dog Service Record; and DD Forms 2344, Veterinary Treatment Record.

d. Dogs requisitioned by other than Air Force activities will be shipped on a reimbursable basis. The catalog price provides for reimbursement of average acquisition cost, first destination transportation cost, and the cost of the initial set of dog gear (leash, choke chain, equipment holder, grooming brush, collar, muzzle), and shipping crate cost (when applicable) plus an accessorial charge of 3.5 percent per dog to cover general handling costs, such as preparation for shipment, repair of crates, etc. Other operational costs such as food, medical, and other expenses related to the kenneling and welfare of dogs are considered common service costs and are not included. Second destination transportation charges and temporary duty costs of escort handlers are billed separately.

e. The catalog price is reviewed annually and revised as required to meet current costs. Annually, no later than 1 April, the DOD MWDA will present the price change and the rationale for price change for the upcoming fiscal year to HQ AFOSP/SPOL. DOD components will be advised of appropriate price changes through HQ AFOSP/SPOL.

f. Dogs supplied to other federal or governmental agencies will be shipped on a reimbursable basis according to agreements between supplying and receiving activities.

g. Deceased dogs will be dropped from the accountable records of the owning activity according to appropriate supply directives. The dog's service record, DD Form 1834, death certificate, and medical records are immediately sent to the DOD MWDA for retention in the central repository for deceased dog records.

10. Disposition of Incapacitated Dogs:

a. Incapacitated MWDs may be euthanized on the authority of the accountable installation commander or designated representative. When a dog is experiencing undue suffering, or in an emergency situation, a veterinarian is authorized to euthanize the dog in the most humane manner possible; subsequently reporting the reasons for the action to the commander or appropriate authority. A dog may be euthanized under the following circumstances:

- (1) To terminate suffering caused by disease, injury, or permanent physical disability.
- (2) To prevent the spread of contagious disease.
- (3) When unable to perform as the result of an incurable disease or physical disability.
- (4) When psychoneurotic or psychotic disorders are diagnosed that prevent the use of humane training therapy to recover the dog to normal use.

b. When other conditions exist which may warrant euthanasia, such as viciousness or temperamental instability, the concurrence of the DOD MWDA Veterinary Division must be obtained.

c. Each death certificate must contain a brief statement explaining the reason for euthanasia.

11. Redistribution and Reporting of Excess Trained MWDs (RCS: HAF-S154):

a. Trained dogs that have become excess to the requirements of an activity will be reported to the appropriate major command (MAJCOM) for Air Force activities and the appropriate department or command funding agencies for activities other than Air Force. Activities will determine if there is a need for the MWD within that command or if the MWD is excess to the

needs of the command. If the MWD is excess to the command, it will be reported to the appropriate service MWD functional manager for possible redistribution within that service. If the service MWD functional manager determines that the MWD is excess to the appropriate service, an excess report will be accomplished and sent to the DOD MWDA requesting assistance in redistributing the dog to another agency (free issue). Only the DOD MWDA will authorize return of the MWD to the DOD MWDA.

b. If excess dogs are approved for return to the DOD MWDA, they will be dropped from owning activities' accounts upon acceptance at the Agency. If instructions authorize redistribution direct to another DOD component, accountability will be dropped by the shipping activity and assumed by the gaining activity on transfer of the dog.

c. The excess report must be in letter form and must contain the information listed below:

- (1) Reason dog declared excess (such as unit deactivation, reduced authorization, etc.) to include a statement that no requirement exists within the MAJCOM or department.
- (2) Name, brand number, and NSN.
- (3) Age and length of service.
- (4) Statement regarding dog's temperament and certification status.
- (5) Number of shipping crates required.

NOTE: A DD Form 1829, Record of Military Dog Physical Examination, rendered within 30 days of the report and containing a complete synopsis of the medical history must be attached.

d. When dogs are approved for return to the DOD MWDA, shipments will be made by military or commercial air, using the losing agency's fund cite.

12. Reporting of Worldwide Assets:

a. DOD components will report worldwide assets semiannually to the DOD MWDA, with an information copy to HQ AFOSP/SPPC as of 31 December (to arrive by the 25th day of January) and 30 June (to arrive by the 25th day of July).

b. The report must be submitted in the proper format and include the data indicated in figure 1.

MILITARY WORKING DOG REPORT

NSN	Nomen	Acct No	Loc	Mil Unit	Qty Auth Under 8 Yrs of Age	Qty Auth Over 8 Yrs of Age
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Figure 1. Semiannual MWD Report Data.

c. Reports will be reviewed and consolidated by the DOD component's designated focal point or clearing unit before being sent to the DOD MWDA.

13. Disposition of Trained and Untrained Dogs:

a. MWDs are not disposed of by any DOD component through sale, giveaway, or transfer to civilian law enforcement agencies or individuals.

b. No dog procured for utilization in the DOD MWD program, will be disposed of by transferring to any agency (e.g., medical, research and development (R&D), or clinical investigation) for the purpose of invasive research or training that would potentially compromise the health of such animal.

c. Dogs that become excess to user requirements or are unsuitable for military use may be disposed of after approval from the DOD MWDA by:

- (1) Transfer to other government agencies.
- (2) Euthanasia by proper authority when not disposed of under (1) above.

d. Dogs that are controlled by the DOD MWDA and are unsuitable for use by DOD components (excess trained, untrained, or partially trained) may be disposed of by:

- (1) Donation or sale if untrained or incompletely trained.
- (2) Sale to state, municipal, or law enforcement agencies if trained but not operationally effective.
- (3) Euthanasia by proper authority when not disposed of under (1) and (2) above.

14. Disposition of Detector Dogs. If a detector dog is not able to continue detector duties for any reason or fails recertification, and concentrated retraining fails to correct the situation within 30 days, the circumstances must be thoroughly documented:

a. Documentation includes:

- (1) The apparent cause of failure.
- (2) A statement from the attending veterinarian to determine if the dog's physical condition has a bearing on the failure.
- (3) A summary statement of retraining efforts.
- (4) Complete copies of all training and utilization records for the dog (AF Form 321, Military Working Dog Training and Utilization

Record, and AF Form 323, Military Working Dog Training and Utilization Record for Drug/Explosive Detector Dogs, as well as any validation paperwork.

b. Send this documentation package to the DOD MWDA, Lackland AFB TX 78236-5000, ATTN: Veterinary Division, asking for instructions.

c. After review of the documentation, the staff of the Veterinary Division advises the unit to continue retraining efforts, or decertify the dog and retain at unit or report to MAJCOM as excess and request disposition instructions.

15. Transportation of Dogs:

a. Dogs are shipped according to AR 55-355; NAVSUPINST 4600.70; AFR 75-2; MCO P4600.14B, chapter 8; and DSAR 4500.3, chapter 8. MACR 76-1, volume I, part two, also applies.

b. Trained dogs shipped to overseas locations are moved by military aircraft when possible. An MWD must be escorted by a qualified dog handler. Dog shipments within the CONUS are generally made by commercial air transportation by means of a government bill of lading (GBL). The using or requesting activity must provide a fund cite to cover the cost of transportation and temporary duty (TDY) expenses on escort handlers as required.

c. Transportation of prospective MWDs prior to procurement is by commercial air freight, with charges being converted to GBL at destination.

d. Dog shipments must be closely monitored by all agencies involved to ensure compliance with rules and regulations of carriers governing classifications and tariffs. Proper humane standards must be maintained at all times.

e. All DOD MWDA shipping crates, duckboards, and food and water pans must be returned to the DOD MWDA within 10 workdays after receipt of the dogs. Empty crates are shipped by surface transportation or military air.

16. Inquiries Concerning Procurement. Persons offering dogs for sale or donation to the government should contact the DOD MWDA, Lackland AFB TX 78236-5000.

17. Form Prescribed. This regulation prescribes DD Form 1834.

BY ORDER OF THE SECRETARIES OF THE AIR FORCE, THE ARMY, AND THE NAVY

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SUMMARY OF CHANGES

This revision updates logistics guidance and clarifies definitions and terms used in the MWD Program (paras 1a and b); specifies supply sources for general and unique support equipment and supplies (para 2b); clarifies DOD MWDA logistics management responsibilities (para 2c); clarifies DOD component management responsibilities (para 3); updates the basic policies and procedures concerning procurement and management of MWDs and details procedures, time standards, and guidelines for requisitioning MWDs (paras 6 and 7); clarifies system for acquisition of dogs from civilian sources and delegates DOD MWDA as sole DOD logistics management agency (para 8); updates accountability guidance and updates nomenclatures and NSNs for MWDs (para 9); updates excess reporting to DOD components and DOD MWDA (para 11); modifies worldwide asset reporting to semiannually as of 30 June and 31 December (para 12); and incorporates guidance concerning the shipment of trained and untrained dogs (para 15).

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