



# BULK DIRECT EXCHANGE



Direct Exchange (one for one) for hand receipt accounts will be conducted "by appointment" only. Units are required to make their appointment at the Freeze Meeting. The hand receipt account holder which is normally the Company Commander is required to send a memorandum at least 1 day prior to their appointment, listing all sizes and quantities they are requesting to DX.

When the DX appointment is made, the hand receipt account holder or their authorized representative will be inform what items can be directly exchanged based on the availability of assets within the CIF and other known or pending requirements for OCIE. Quantities that exceed what is on a hand receipt account will not be exchanged.

When a Bulk DX has been scheduled, the hand receipt holder or their designee will prepare (before arriving at CIF) by having the items clean and sorted based by NSN. Hand receipt account holders or their designees who fail to comply with these requirements will have to re-scheduled their appointment.

Under no circumstance will OCIE that is damaged due to negligence or neglect be exchanged. If OCIE is damaged and negligence or willful misconduct is suspected, a relief document (FLIPL's or Statement of Charges/Cash Collection Voucher)for damaged government property will be provided to the CIF Manager or his/her designee before a DX transaction will be made for the OCIE.