



## DoD MANUAL 4140.65

# ISSUE, USE, AND DISPOSAL OF WOOD PACKAGING MATERIAL (WPM)

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<b>Originating Component:</b>	Office of the Under Secretary of Defense for Acquisition and Sustainment
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<b>Approved by:</b>	Jordan Gillis, Assistant Secretary of Defense for Sustainment

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**Purpose:** In accordance with the authority in DoD Directive 5134.01 and the July 13, 2018 Deputy Secretary of Defense Memorandum, this issuance:

- Provides guidance for the issue, use, and disposal of WPM in compliance with International Standards for Phytosanitary Measures Number 15 (ISPM 15).
- Prescribes DoD WPM procedures to:
  - Implement the April 16, 2019 memorandum of understanding (MOU) between the DoD and the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS) Plant Protection and Quarantine (PPQ).
  - Comply with Part 319 of Title 7, Code of Federal Regulations (CFR).

## TABLE OF CONTENTS

SECTION 1: GENERAL ISSUANCE INFORMATION .....	4
1.1. Applicability .....	4
1.2. Information Collections .....	4
SECTION 2: RESPONSIBILITIES .....	5
2.1. Assistant Secretary of Defense for Sustainment (ASD(S)) .....	5
2.2. Director, Defense Logistics Agency (DLA) .....	5
2.3. DoD Component Heads .....	5
2.4. Secretaries of the Military Departments and Director, DLA .....	6
2.5. Secretary of the Navy .....	7
SECTION 3: WPM TREATMENT AND MARKING PROCEDURES .....	8
3.1. Treatment Process .....	8
3.2. WPM Certification Marking .....	11
SECTION 4: DoD SELF-CERTIFICATION PROCEDURES .....	18
4.1. DoD Self-Certification Procedures .....	18
4.2. Procurement .....	19
4.3. Receiving .....	20
4.4. Noncompliant WPM .....	21
4.5. Remediation Actions .....	22
4.6. Shipping .....	23
SECTION 5: DoD PEST-FREE COMPLIANCE PROCEDURES .....	26
5.1. Use of DoD Pest Compliance Procedures .....	26
5.2. DoD Pest-Free Certification .....	27
5.3. DoD Pest Site Certification .....	27
SECTION 6: MANAGEMENT CONTROLS .....	29
6.1. Training and Records .....	29
6.2. Monthly WPM Reports .....	29
6.3. Audits .....	31
6.4. DoD Site Certification .....	33
6.5. Audit Inspection Checklist .....	34
GLOSSARY .....	36
G.1. Acronyms .....	36
G.2. Definitions .....	37
REFERENCES .....	40

### TABLES

Table 1. Approved WPM Treatments and ISPM 15 Certification Marks .....	9
Table 2. Elements of ISPM 15 Certification Marks .....	12
Table 3. Example Audit Inspection Checklist .....	35

### FIGURES

Figure 1. Examples of ISPM 15 Certification Marks .....	12
Figure 2. ISPM Certification Marks on Pallet .....	14

Figure 3. ISPM 15 Certification Marks on Pallet Side Supports ..... 14  
Figure 4. ISPM Certification Marks on Pallet Cap..... 15  
Figure 5. ISPM 15 Certification Marks on Pallet Filler Assemblies ..... 15  
Figure 6. ISPM 15 Certification Marks on an Individual Piece ..... 16  
Figure 7. ISPM 15 Certification Marks on Containers, Boxes, or Crates ..... 16  
Figure 8. Previous Version of the ISPM Certification Mark..... 18  
Figure 9. DoD Pest-Free Certification Mark ..... 26

## **SECTION 1: GENERAL ISSUANCE INFORMATION**

### **1.1. APPLICABILITY.**

This issuance applies to OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (referred to collectively in this issuance as the “DoD Components”).

### **1.2. INFORMATION COLLECTIONS.**

In accordance with the procedures in Volume 1 of DoD Manual (DoDM) 8910.01, DD-AT&L(A,M,Q,SA)2498 is the report control symbol assigned to the Component reports referred to in Paragraph 6.2.e. of this issuance.

## **SECTION 2: RESPONSIBILITIES**

### **2.1. ASSISTANT SECRETARY OF DEFENSE FOR SUSTAINMENT (ASD(S)).**

Under the authority, direction, and control of the Under Secretary of Defense for Acquisition and Sustainment, the Assistant Secretary of Defense for Sustainment oversees:

- a. The issue, use, and disposal of WPM within the DoD to ensure compliance with ISPM 15 and Part 319 of Title 7, CFR.
- b. The implementation of the April 16, 2019 MOU between DoD and the USDA, APHIS PPQ.

### **2.2. DIRECTOR, DEFENSE LOGISTICS AGENCY (DLA).**

Under the authority, direction, and control of the Under Secretary of Defense for Acquisition and Sustainment, and in addition to the responsibilities in Paragraphs 2.3. and 2.4., the Director, DLA, provides DLA personnel involved with WPM access to the DLA Distribution Operations WPM Course Number: LMS-ENV-WPM.

### **2.3. DOD COMPONENT HEADS.**

The DoD Component heads:

- a. Implement DoD WPM procedures.
- b. Establish DoD self-certifying WPM programs on each activity or site that:
  - (1) Processes shipments to countries requiring standards compliant with ISPM 15 and Part 319 of Title 7, CFR.
  - (2) Receives shipments imported into the United States.
  - (3) Issues and uses WPM in accordance with the procedures in this issuance.
  - (4) Disposes WPM in accordance with Volume 4 of DoDM 4160.21.
- c. Establish criteria for identifying a temporary or emergency situation that would require the use of the DoD pest-free certification process in Section 5.
- d. Oversee the implementation of procedures to:
  - (1) Prevent non-compliant WPM from entering the inventory.
  - (2) Use only ISPM 15 compliant WPM with the ISPM 15 certification mark.

(3) Consistently apply the International Plant Protection Convention (IPPC) guidelines for WPM, issued by the American Lumber Standard Committee (ALSC) and referred to in this issuance as “the ALSC publications.”

e. Appoint a representative to the Defense Packaging Policy Group in accordance with Volume 9 of DoDM 4140.01 and any additional appointed personnel needed to assist the Defense Packaging Policy Group representative to:

(1) Review and validate command monthly reports submitted in accordance with the procedures in Section 6.

(2) Review, approve, or disapprove all DoD Component audits.

(3) Approve WPM certified personnel requiring reporting access to the DoD WPM Website at <https://tarp.navsop.navy.mil/wpm>.

#### **2.4. SECRETARIES OF THE MILITARY DEPARTMENTS AND DIRECTOR, DLA.**

In addition to the responsibilities in Paragraph 2.3., the Secretaries of the Military Departments and the Director, DLA:

a. Monitor and evaluate implementation of DoD WPM procedures to ensure the elimination of pests using WPM as a host.

b. Participate with the USDA, APHIS, and other key domestic and international organizations in meeting the requirements of ISPM 15.

c. Direct shippers and receivers in the supply chains to:

(1) Identify and replace or remediate WPM that does not comply with ISPM 15 or DoD pest-free procedures in Section 5.

(2) Restrict distribution of WPM that does not comply with ISPM 15 or DoD pest-free procedures in Section 5 to shipments in the United States.

d. Procure WPM that is:

(1) In compliance with ISPM 15 and Part 319 of Title 7, CFR.

(2) Consistent with WPM guidelines in the ALSC publications.

e. Publish procedures and require annual audits of activities authorized to self-certify WPM to ensure that the activities meet ISPM 15 standards when WPM is used either:

(1) For shipments to countries requiring standards compliant with ISPM 15 and Part 319 of Title 7, CFR.

(2) For shipments imported into the United States.

f. Coordinate with the Assistant Secretary of Defense for Sustainment on DoD-level WPM issues.

## **2.5. SECRETARY OF THE NAVY.**

In addition to the responsibilities in Paragraphs 2.3. and 2.4., the Secretary of the Navy maintains the DoD WPM Website for maintenance on various activities including, but not limited to:

- a. DoD Component activity and monthly reports.
- b. Reporting activities' DoD Activity Address Code (DoDAAC), site custodian, and site auditor.
- c. Validating activities' DoDAAC and WPM program manager.
- d. Listing of ISPM 15 participating countries.
- e. The DoD web-based WPM certification training course.

## SECTION 3: WPM TREATMENT AND MARKING PROCEDURES

### 3.1. TREATMENT PROCESS.

DoD Components:

- a. Prevent the introduction and spread of forest pests and promote measures for control of WPM.
- b. Inspect WPM, regardless of its origin, to be used by the DoD to ensure its compliance with ISPM 15 and the IPPC as prescribed in the April 16, 2019 MOU between DoD and the USDA, APHIS PPQ when WPM is used either:
  - (1) In shipments to countries requiring compliance with criteria in ISPM 15 or Part 319 of Title 7, CFR.
  - (2) With imports into the United States.
- c. Meet ISPM 15 requirements by:
  - (1) Inspecting, administering the approved treatments, and applying the appropriate ISPM 15 certification mark as listed in Table 1 for all WPM:
    - (a) Wood pallets, skids, load boards, pallet collars, crates, boxes, reels, dunnage, frames, and cleats composed of non-manufactured wood.
    - (b) That is made of exempt materials but is combined with solid non-manufactured wood components.
  - (2) Inspecting existing WPM and dunnage for approved treatments with the appropriate ISPM 15 certification marks as listed in Table 1 from:
    - (a) DoD Components authorized to self-certify WPM as meeting ISPM 15 requirements.
    - (b) Agencies accredited by the Board of Review of the ALSC listed on the ALSC Website at <http://www.alsc.org/>.
- d. Use the DoD pest-free inspection and certification marking in compliance with Section 5.
- e. Prevent newly procured non-compliant WPM from entering the inventory by inspecting all non-manufactured WPM for ISPM 15 compliance to verify that:
  - (1) Each item includes the ISPM 15 certification mark or is in compliance with the DoD pest-free procedures in Section 5.



(2) Each item is marked according to the ALSC publications if contracted with an ALSC accredited agency.

**Table 1. Approved WPM Treatments and ISPM 15 Certification Marks**

<b>Material</b>	<b>ISPM 15 Certification Mark</b>	<b>ISPM 15 Treatment processes</b>	<b>In accordance with</b>	<b>WPM Treatment Certified by</b>
Compliant non-manufactured WPM	<b>ISPM 15 Certification Mark HT</b> for heat treatment (HT)	Constructed of lumber that is heat-treated using a conventional steam or dry kiln heat chamber to 56 degrees Celsius core temperature for 30 continuous minutes throughout the entire profile of the wood; or, constructed of untreated lumber and then heat-treated using a conventional steam or dry kiln heat chamber to 56 degrees Celsius core temperature for 30 continuous minutes throughout the entire profile of the wood.	ISPM 15	DoD, ALSC, or host nation (HN) National Plant Protection Organization (NPPO) accredited agency or organization
Compliant non-manufactured WPM	<b>ISPM 15 Certification Mark DH</b> for dielectric heat (DH)	Dielectrically heat-treated WPM to achieve a minimum temperature of 60 degrees Celsius within 30 minutes from the start of the treatment and for 1 continuous minute throughout the entire profile of the wood (including its surface).	ISPM 15	HN NPPO accredited agency
Compliant non-manufactured WPM	<b>ISPM 15 Certification Mark MB</b> for Methyl Bromide (MB)	Chemically-treated WPM with MB.	ISPM 15	DoD, ALSC, or HN NPPO accredited agency or organization

**Table 1. Approved WPM Treatments and ISPM 15 Certification Marks, Continued**

<b>Material</b>	<b>ISPM 15 Certification Mark</b>	<b>ISPM 15 Treatment processes</b>	<b>In accordance with</b>	<b>WPM Treatment Certified by</b>
Compliant non-manufactured WPM	<b>ISPM 15 Certification Mark SF</b> for sulfuryl fluoride (SF)	Chemically-treated WPM with SF	ISPM 15	HN NPPO accredited agency

f. Consider WPM certified with ISPM 15 certification marks ready for release into the Defense Transportation System.

g. Establish self-certifying WPM programs that comply with the guidance of this issuance. Program procedures must, at a minimum, require the DoD Component to:

(1) Inspect WPM, regardless of its origin, that is to be entrusted to or used by the DoD to ensure its compliance with ISPM 15 and the IPPC as prescribed in the April 16, 2019 MOU between DoD and the USDA, APHIS PPQ when WPM is used either:

(a) In shipments to countries requiring compliance with criteria in ISPM 15 or Part 319 of Title 7, CFR; or

(b) With imports into the United States.

(2) Use ISPM 15 standards to inspect WPM and prevent the introduction and spread of forest pests and promote measures for control.

(3) Inspect, treat, and mark:

(a) WPM as defined in the Glossary.

(b) WPM with ISPM 15 certification marks for HT, DH treatment, SF treatment, or MB fumigation treatments applied.

h. Use when needed, without treating or marking:

(1) Packaging materials made wholly of processed wood material.

(2) Wood components permanently attached to freight vehicles and containers.

(3) Sawdust, wood shavings, and wood wool.

(4) Pieces of wood that are less than 6 millimeters (mm) or 1/4 inch in any dimension.

(5) WPM with a moisture content higher than 75 percent (dry basis) and is exempt from treatment by SF.

(6) WPM containing a piece of wood exceeding 7 7/8 inches (20 centimeters (cm)) in cross-section at its smallest dimension.

i. Use WPM with bark only after debarking.

(1) Removal of bark is required regardless of type of treatment applied.

(2) Any number of separate small pieces of bark may remain if they are either:

(a) Less than 1 1/4 inches (3 cm) in width, regardless of length; or

(b) Greater than 1 1/4 inches (3 cm) in width, where the total surface area of an individual piece of bark is less than 7 3/4 square inches (50 square cm).

### **3.2. WPM CERTIFICATION MARKING.**

DoD Components:

a. Inspect existing WPM for compliance with the DoD pest-free procedures in Section 5 or with the ISPM 15 requirements as shown in Table 2 and the examples in Figure 1:

(1) The approved international symbol for WPM as shown in Element (1) of Example A.

(2) The country code of the origin certifying activity (e.g., United States) in Element (2) of Examples A, B, and C.

(3) The logo for the certifying agency accredited by the ALSC Board of Review found on the ALSC website (e.g., trademark (TM)) in Element (3) of Example A or the DoD activity's DoDAAC (e.g., SW3275 in Element (3) of Example C for a DoD self-certified mark).

(4) The acronym for the approved WPM treatment method as listed in Table 1 (e.g., HT in Element (4) of Example A, MB fumigation treatment in Element (4) of Example C, or SF for SF treatment).

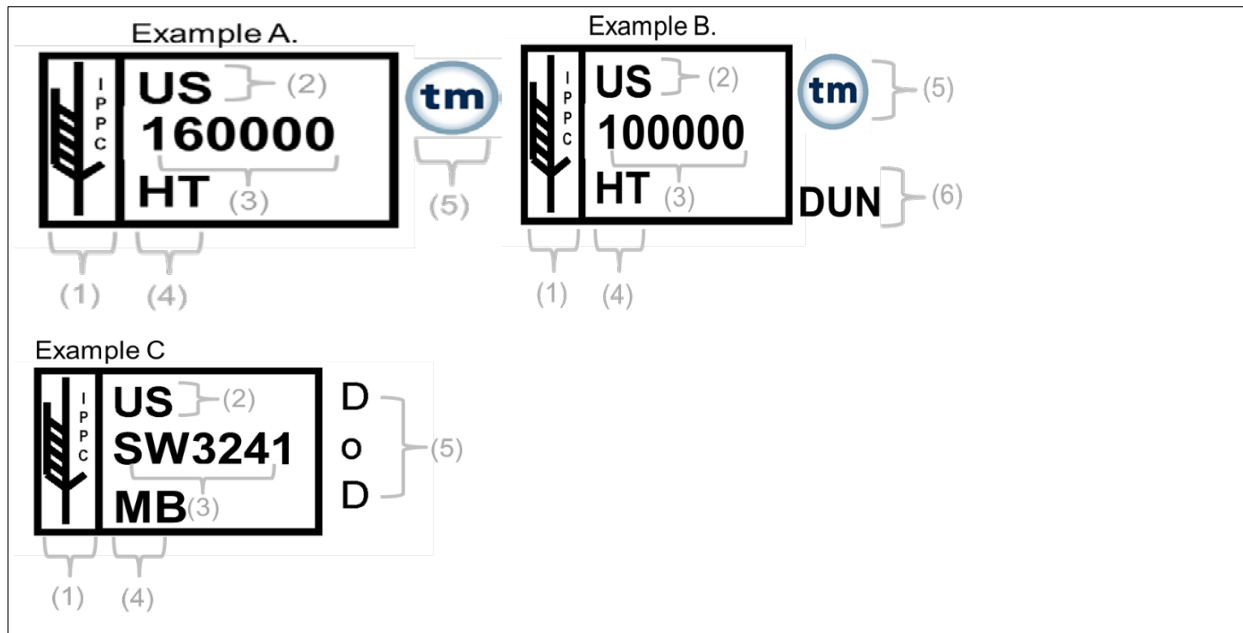
(5) The TM for the certifying organization (e.g., TM) in Element (5) of Example A.

(6) The letters "DUN" used only to mark dunnage as shown in Element (6) of Example B and may be abbreviated DUN or spelled out fully. Mark only dunnage with the word "DUNNAGE." Do not include "DUNNAGE" in the markings for other types of WPM.

**Table 2. Elements of ISPM 15 Certification Marks**

Element Number	Description of the Elements in the Example ISPM 15 Certification Markings
(1)	Approved international symbol for compliant WPM.
(2)	Country code, two letter abbreviation of the country of origin certifying activity.
(3)	Facility identification, product name, brand or assigned facility number of the agency accredited by the ALSC Board of Review found on the ALSC Website at <a href="http://www.alsc.org">http://www.alsc.org</a> or DoDAAC for the DoD organization authorized to self-certify material certification.
(4)	WPM treatment method (e.g., HT for heat treatment or DH for dielectric heat treatment).
(5)	TM used in Examples A and B as the identifying symbol, logo, or name of the agency accredited by the ALSC Board of Review found on the ALSC website at <a href="http://www.alsc.org">http://www.alsc.org</a> or DoD used in Example C when a DoD organization has self-certified the material certification.
(6)	DUN included only for WPM dunnage (may be abbreviated DUN or spelled out fully as DUNNAGE).

**Figure 1. Examples of ISPM 15 Certification Marks**



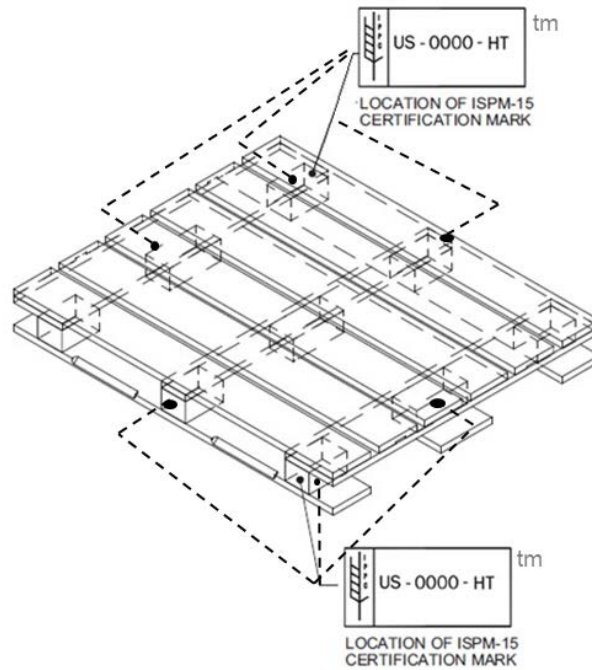
b. Inspect existing WPM for ISPM 15 certification marks or, after treatment and certification, apply ISPM 15 certification marks that:

(1) Allow easy identification of compliant WPM.

(2) Where applicable, indicate compliance with Part 319 of Title 7, CFR. The mark must be legible, durable, and non-transferable. Place the mark on at least two opposite sides of the wood packaging unit, such as a pallet load, box, or crate.

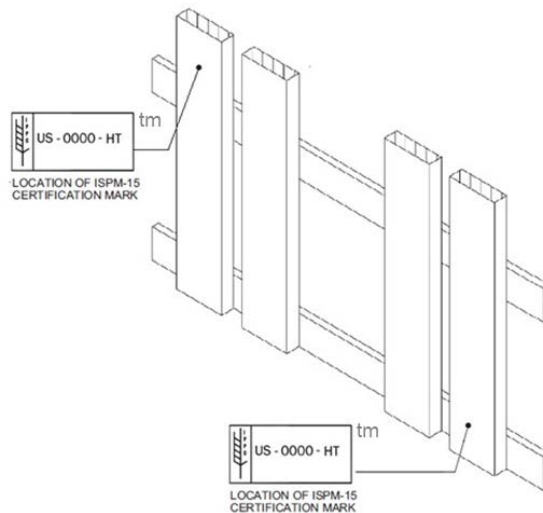
- (3) Are permanent.
  - (4) Are stamped, stenciled, or branded directly onto or into the WPM. The mark cannot be hand drawn.
  - (5) Are a contrasting color. Red and orange are not authorized for use.
  - (6) Are placed in a location that is visible when the wood packaging is in use.
  - (7) Are placed in a location that can be adjusted to ensure the visibility in the wood packaging unit configuration. ISPM 15 certification marks must be visible at all times even if strapping is applied.
- c. Apply ISPM 15 certification marks for WPM used in pallet load configurations.
  - d. Consider ISPM 15 certification marks as verification of compliance when applied to dunnage. Consider ISPM 15 certification marks for WPM dunnage as verification when applied to pallet load configurations.
  - e. Apply ISPM 15 certification marks to WPM support assemblies (e.g., pallets). Consider the WPM support assemblies as one piece of the wood packaging product, which could include pallet side supports, caps, spacers, and other support assemblies with WPM components secured with screws, nails, or bolts. DoD Components do not need to apply separate markings to individual components (e.g., on each side support, cap, or spacer).
  - f. Inspect for or apply ISPM 15 quality certification marks to pallets on any stringer or block on opposite sides or ends of the pallets where the markings are clearly visible as indicated in Figure 3.

**Figure 2. ISPM Certification Marks on Pallet**

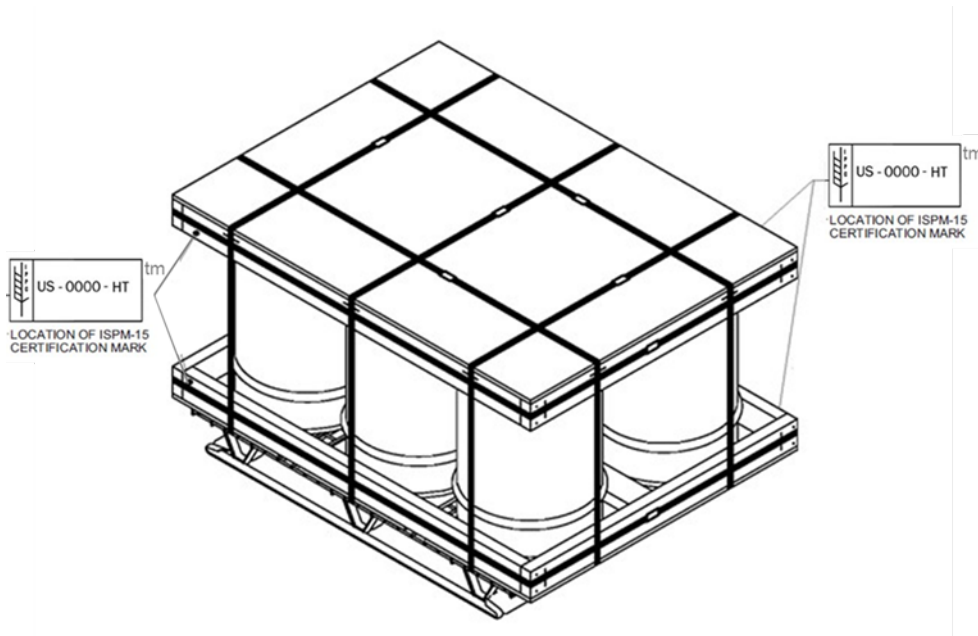


g. Inspect for ISPM 15 certification marks or apply ISPM 15 certification marks on pallet side supports or pallet caps on the outward facing surface as shown on Figures 4 and 5. Apply markings in a visible location on at least two diagonally opposite sides of the wood packaging product where the markings remain visible after pallet strapping is applied. DoD Components do not need to mark each individual component piece of the assembled wood packaging product.

**Figure 3. ISPM 15 Certification Marks on Pallet Side Supports**

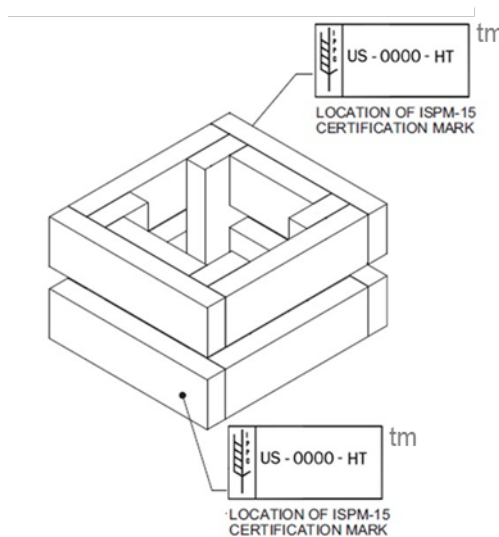


**Figure 4. ISPM Certification Marks on Pallet Cap**



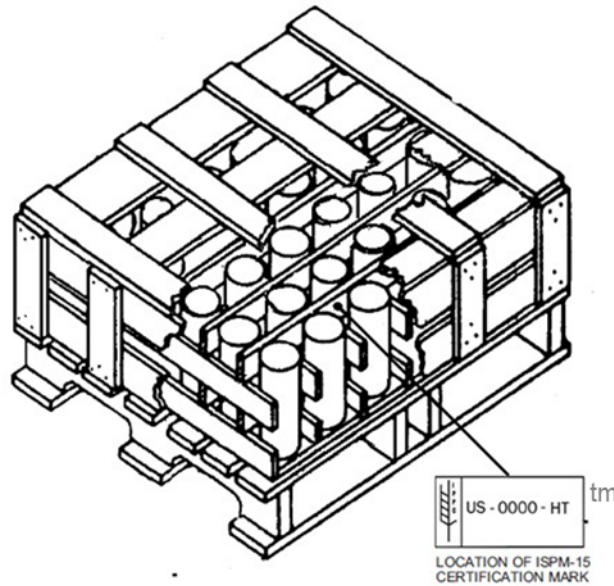
h. Inspect for ISPM 15 certification marks or apply ISPM 15 certification marks to pallet filler assemblies on at least two opposite sides of the filler assembly as shown in Figure 6. DoD Components do not have to mark each individual piece of the pallet filler assembly.

**Figure 5. ISPM 15 Certification Marks on Pallet Filler Assemblies**



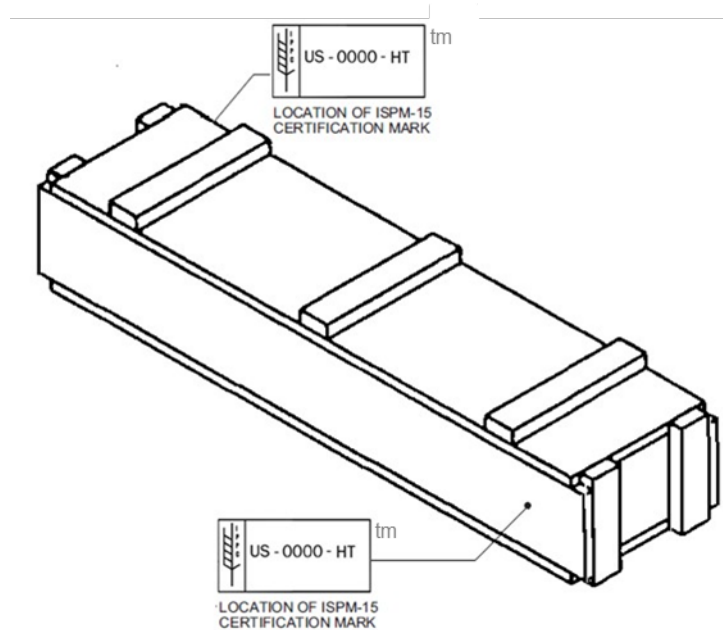
i. Inspect for ISPM 15 certification marks or apply ISPM 15 certification marks to individual pieces of WPM used in pallet configuration that are not visible or only partially visible at least once per piece as shown on the wood vertical separator in Figure 7.

**Figure 6. ISPM 15 Certification Marks on an Individual Piece**



j. Inspect for ISPM 15 certification marks or apply the ISPM 15 certification mark on at least two opposite sides of WPM used in the construction of containers, boxes, crates, or similar wood packaging products as shown in Figure 8.

**Figure 7. ISPM 15 Certification Marks on Containers, Boxes, or Crates**



k. Look for marks or apply the ISPM 15 certification mark in a visible location on the processed wood material components of a composite unit made of both treated and processed wood material (e.g., composite units shown in Figure 7 or Figure 8).



1. Look for or apply the ISPM 15 certification mark to WPM used for dunnage that is typically used for blocking and bracing during containerization and does not remain with the commodity.

(1) Place the ISPM 15 certification mark on dunnage in a location that is visible to inspectors verifying WPM compliance with ISPM 15 and ALSC standards without unloading or unstuffing a container.

(2) On separate, individual cut pieces of WPM used for blocking and bracing, tire chocks, load boards, and other loose wood used in securing cargo during transit, apply the ISPM 15 certification mark:

(a) Multiple places along the entire length of the wood at very short intervals. The wood may be then cut to a size where at least one mark (although two marks are preferable) may remain present on the cut portion; or

(b) During the time of use in a visible location on the final cut piece of treated wood.

(3) Apply ISPM 15 certification marks to dunnage assemblies as one piece of resultant wood packaging product, such as side blocking gates, door gates, center gates, nose gates, and rear bulkhead gates constructed of WPM components secured with screws, nails, or bolts. Apply ISPM 15 certification marks on the opposite side of the dunnage. DoD Components do not need to apply separate ISPM 15 certification marks to the individual components.

## SECTION 4: DoD SELF-CERTIFICATION PROCEDURES

### 4.1. DOD SELF-CERTIFICATION PROCEDURES.

a. DoD Components locally procure the certification marking devices that conform with Figure 1 when self-certifying ISPM 15 compliance and applying the ISPM 15 certification mark on WPM. DoD Components may self-certify WPM compliance with ISPM 15 and apply the appropriate certification marking as shown in Figure 1 on WPM that fully complies with ISPM 15 guidelines.

b. DoD Components will not add any extraneous markings within the border of the certification.

c. DoD Components may self-certify and apply the previous versions of the ISPM 15 certification mark as shown in Figure 9, until the marking device becomes worn and no longer provides a clear mark. DoD Components replace defective or illegible ISPM 15 certification marking devices.

**Figure 8. Previous Version of the ISPM Certification Mark**



d. DoD Component personnel are only authorized to self-certify using the DoD TM after completing the DoD WPM training and certification requirements found at <https://tarp.navsup.navy.mil/wpm>. Once training is complete, DoD Component personnel may self-certify and apply the ISPM 15 certification markings to:

(1) ISPM 15 compliant wood procured commercially and the containers, pallets, or other WPM constructed from that wood.

(2) WPM products constructed from ISPM 15 compliant wood acquired commercially.

(3) WPM repaired using ISPM 15 compliant replacement wood if the entire original WPM product is ISPM 15 compliant.

e. Use of DoD pest-free certification markings to WPM are in accordance with the requirements in Section 5.

f. DoD Component activities that contract with an approved ALSC agency or HN accredited agency involved with WPM kiln drying operations:

(1) Train all personnel to operate the wood HT chamber or kiln used to process WPM products to ISPM 15 standards.

(2) Require successful completion of the DoD web-based training course at <https://tarp.navsup.navy.mil/wpm> or DLA Distribution Operations WPM Course Number LMS-ENV-WPM once every 2 years.

(3) Enroll with and pass the audits from an approved ALSC or HN accredited agency for operation of the wood HT chamber. After passing the audit, the accredited agency provides the ALSC or HN-approved WPM certification mark.

g. If located on a non-U.S. site and the HN does not have an NPPO or ISPM 15 WPM program, the DoD Component may either:

(1) Self-certify and mark WPM that has been treated in a HT chamber or kiln in accordance with U.S. requirements for ISPM 15 HT certification markings; or

(2) Certify and apply the DoD pest-free certification markings in accordance with the requirements in Section 5.

## 4.2. PROCUREMENT.

DoD Components:

a. Use the guidelines from the ISPM 15 and ALSC publications to procure WPM (including dunnage and bulk lumber used for packaging).

b. Establish specifications, requirements, and terms of conditions in every solicitation and contract for goods and in every purchase with a government charge card, for vendors to use or provide WPM that meets requirements in Part 319 of Title 7, CFR, ISPM 15, and ALSC publications listed in Table 1:

(1) When using WPM to deliver goods to any DoD installation, destination, or storage location.

(2) For WPM and bulk lumber used for packaging or purchased to fabricate WPM.

c. Frustrate materiel received with non- ISPM 15 compliant WPM and issue a supply discrepancy report (SDR) in accordance with Volume 2 of the Defense Logistics Manual (DLM) 4000.25.

d. When acquiring bulk raw lumber that is HT or kiln-dried HT or contractor services for WPM, establish requirements for the vendor to use WPM and provide WPM that has the ALSC or HN NPPO-assigned marking in accordance with the ISPM 15 guidelines and the ALSC enforcement regulations.

e. When treating WPM, require vendors to use an approved method listed in Table 1 before, during, and after painting; apply the ISPM 15 certification marking in a contrasting color.

f. Establish WPM training requirements in service contracts for employees performing WPM tasks as specified in Paragraph 6.1.a.

### 4.3. RECEIVING.

DoD Components:

a. Monitor and visually inspect the WPM for the ISPM 15 certification mark on all incoming shipments.

b. If there are no ISPM 15 markings, determine if the WPM can continue to be used consistently with Part 319 of Title 7, CFR or if it can be treated and remediated as appropriate. If WPM cannot be used, dispose of the WPM in accordance with the procedures in Volume 4 of DoDM 4160.21.

c. When receiving shipments from governmental organizations (e.g., General Services Administration) for onward movement to:

(1) An ISPM 15 participating country outside of the United States, inspect WPM for compliance with ISPM 15 and remediate shipments as appropriate.

(2) A non-ISPM 15 participating country outside of the United States, inspect WPM for compliance with ISPM 15, remediate shipments, as appropriate, using the DoD Pest-Free certification process as outlined in Section 5.

d. Report discrepancies for all shipments delivered with noncompliant WPM that does not meet the applicable ISPM 15 and Part 319 of Title 7, CFR requirements.

(1) Process a SDR on a Standard Form 364, "Report of Discrepancy," (located at <https://www.esd.whs.mil/Portals/54/Documents/DD/forms/sf/sf0364.pdf>) with packaging discrepancy code "P215" in accordance with Volume 2 of DLM 4000.25.

(2) Complete Standard Form 1080, "Voucher for Transfers between Appropriations and/or Funds," (located at <https://www.esd.whs.mil/portals/54/documents/dd/forms/sf/sf1080.pdf>) when necessary in accordance with the SDR process in Volume 2 of DLM 4000.25. If possible, attach photographs of repairs made when funds are spent to bring the shipment into compliance.

(3) Determine disposition of the noncompliant WPM after receipt:

(a) Establish collection areas for noncompliant WPM and dunnage.

(b) Inspect for reuse for U.S. domestic shipments or outside the continental United States returns under the DoD pest-free program.

(c) Recycle or reuse in local applications (e.g., packaging and shipping operations).

(d) Dispose in accordance with the procedures in Volume 4 of DoDM 4160.21 and HN, State, or local laws, DoD issuances, and Service procedures.

#### 4.4. NONCOMPLIANT WPM.

For noncompliant WPM that does not meet the requirements in ISPM 15, DoD Components:

a. Treat WPM by one of the approved methods in ISPM 15 to make the WPM compliant.

b. Dispose of WPM in accordance with the procedures in Volume 4 of DoDM 4160.21 and the HN, State, local laws, governing DoD, and Service procedures.

c. At locations where remediation of noncompliant WPM is permitted, initiate local service contracts to remediate the WPM into compliance.

d. For existing WPM and dunnage, inspect, segregate, and assess compliance with ISPM 15 to determine future use or application. Certify for use in accordance with the process and procedures in ISPM 15 or phytosanitary requirements in Part 319 of Title 7, CFR.

e. Use WPM that cannot meet requirements in ISPM 15, as needed, for:

(1) Imports using the DoD Pest-Free procedures in Section 5 of this issuance.

(2) Shipments to non-ISPM 15 participating countries using the DoD Pest-Free procedures in Section 5 of this issuance. To expedite usage of this existing WPM, supply activities should:

(a) Issue WPM from the oldest stock for use in the United States and shipments to non-ISPM 15 participating countries.

(b) Issue WPM from the newest stock for shipments to ISPM 15 participating countries.

(3) Shipments of assets destined for Navy vessels, pre-positioned ships, or designated combat zones when used aboard a ship or returned to a shore activity in the United States upon return from deployment. Annotate, "Shipboard Use Only" in the remarks section of the shipping documents and certify using the DoD Pest-Free certification.

(4) Shipments within the United States with written authority from the DoD Component WPM manager.

f. Use WPM that meets ISPM 15 requirements for shipments destined for Navy vessels in which the material has a participating ISPM 15 country as the final destination.

g. When remediation actions in Paragraph 4.5 are not feasible, return shipments to the shipper at their expense, in accordance with carrier policies and procedures.

#### 4.5. REMEDIATION ACTIONS.

DoD Components remediate WPM that does not meet requirements in ISPM 15 before WPM is shipped to an ISPM 15 participating country, using the treatment methods in Table 1. DoD Components:

- a. Process WPM that can be reused through a certified heat chamber, if at all possible.
- b. Operate HT WPM treatment facilities that are in compliance with the ALSC WPM enforcement regulations or HN accredited agency for the treatment of WPM and DoD fabricated WPM.
- c. Avoid using the fumigation treatment of WPM because the treatment chemical, MB, is an ozone-depleting substance. MB use as a fumigation treatment has been phased out since January 1, 2005, and a critical use exemption from the U.S. Environmental Protection Agency must be in place before using MB as a fumigation treatment. If circumstances preclude the use of HT, DoD Components:
  - (1) Request approval for a critical use exemption of MB fumigation treatment through the Service or Defense Agency senior acquisition official and the DoD Component WPM manager.
  - (2) After receiving a critical use exemption, use a licensed pesticide applicator following the U.S. Environmental Protection Agency approval of the fumigant used.
  - (3) Perform fumigation at a location outside the United States in accordance with the applicable status of forces agreement with the HN NPPO and apply according to the ISPM 15 fumigation schedule.
  - (4) Mark the fumigated WPM with “MB.”
  - (5) Record all MB or other pesticides used on DoD material in association with WPM on the DD Form 1532, “Pest Management Report” (located at <https://www.esd.whs.mil/Portals/54/Documents/DD/forms/dd/dd1532.pdf>) or equivalent, in accordance with DoD Instruction 4150.07.
- d. If WPM cannot be reused, dispose of WPM using environmentally safe methods in accordance with the procedures in Volume 4 of DoDM 4160.21.
- e. Assign responsibility for the SDRs, repackaging, and disposal cost to the owner of the stock or the previous shipper.
- f. Use heat chambers only to process WPM or specialty WPM fabricated from green lumber into compliant WPM.
- g. Establish DoD self-certifying WPM programs with aggressive enforcement provisions that include warnings, suspensions, or revocation of ISPM 15 certification marking capabilities when evidence of noncompliance is obtained or observed.

- h. Establish facilities performing WPM HT that comply with requirements from:
  - (1) The ALSC for locations within the United States as evaluated during ALSC audits.
  - (2) The HN NPPO-accredited agency for locations outside the United States.
- i. Treat WPM at facilities with DH treatment schedules that are specified or approved by USDA, APHIS, or HN NPPO.
- j. Use DH chambers that meet the treatment requirements in ISPM 15.
- k. Not paint WPM as a method to remediate and meet requirements in ISPM 15. Painting is not an approved method of remediation.

#### **4.6. SHIPPING.**

- a. Before shipping, DoD Components direct originating shipping activities (consignors) to:
  - (1) Inspect and treat, remediate, or replace WPM that does not meet the ISPM 15 requirements.
    - (a) Prepare cargo for shipment with ISPM 15 compliant WPM.
    - (b) Inspect all WPM to ensure ISPM 15 compliance.
    - (c) Verify ISPM 15 compliance before shipping to an ISPM 15 participating country.
    - (d) Treat non-compliant WPM.
  - (2) Use the most cost-effective treatment method to meet the ISPM 15 requirements by the required delivery date.
  - (3) Comply with ISPM 15 measures and standards for WPM.
  - (4) Specify requirements for the shippers to inspect and treat, replace, or repack WPM that does not meet the ISPM 15 requirements.
- b. DoD Components may allow consignors to:
  - (1) Use the DoD Pest-Free certification for WPM on shipments to non-ISPM 15 participating countries.
  - (2) Use non-ISPM 15 compliant WPM for shipments within the United States.
- c. The activity directing the shipment of an item (e.g., inventory control point):

(1) Is responsible for reimbursing the funds used to bring WPM into ISPM 15 compliance or recoup funds from the original shipper under contract to provide ISPM 15 compliant WPM or the program office of record.

(2) Will complete and process the Standard Form 1080 for reimbursement of funds expended to bring WPM into ISPM 15 compliance.

d. DoD Components:

(1) Inspect and prepare international shipments in accordance with the procedures in Part II of the Defense Transportation Regulation 4500.9-R.

(2) Segregate shipments frustrated for not meeting the ISPM 15 and hold shipments while determining remediation actions.

(3) Apply the ISPM 15 compliance requirements for foreign military sales shipments. When only old wood is available for a foreign military sales shipment to an ISPM 15 participating country that does not waive the ISPM 15 requirement (e.g., ammunition containers that do not meet ISPM 15 requirements):

(a) Identify remediation requirements, costs for remediation, and time required to remediate.

(b) Inform the purchaser of the cost and time requirements for remediation.

(c) Proceed with remediation once the purchasers pay for remediation costs.

(4) Inspect and certify WPM as DoD Pest-Free using the procedures in Section 5 when shipping to non-ISPM 15 participating countries or to countries waiving ISPM 15 requirements for foreign military sales shipments.

e. When shipments are blocked for non-compliance with ISPM 15 requirements, DoD Components will:

(1) Direct carriers to:

(a) Determine actions required to comply with ISPM 15 requirements.

(b) Notify consignors or receiving points (consignees) of the shipment status, ISPM 15 compliance requirements, and whether the shipment is in quarantine.

(2) Determine a course of action. Examples include but are not limited to:

(a) Direct the nearest DoD WPM certifying activity to remediate.

(b) Document the discrepancy and recoup remediation costs from the last identified shipper of the material according to the directions in Volume 2 of DLM 4000.25. The DoD Component responsible for the shipment is responsible for the costs to remediate and ship using ISPM 15 compliant or DoD Pest-Free WPM and dunnage.



(c) Report ISPM 15 noncompliance to the Combatant Command and the owning DoD Component for resolution, as required, when shipments are frustrated at the port of debarkation.

## SECTION 5: DoD PEST-FREE COMPLIANCE PROCEDURES

### 5.1. USE OF DoD PEST COMPLIANCE PROCEDURES.

DoD Components may use the DoD pest-free inspection, certification mark in Figure 10, and compliance procedures accepted by the USDA, APHIS, and Customs and Border Protection of the Department of Homeland Security.

**Figure 9. DoD Pest-Free Certification Mark**



a. In temporary events or emergency situations when it is not possible or feasible to establish a DoD self-certifying WPM program in accordance with the procedures in Section 4, DoD Components use the DoD Pest-Free inspection and certification marking for:

(1) Imports into the United States of retrograde materiel contained in or on WPM according to Part 319 of Title 7, CFR.

(2) Shipments originating at locations outside the United States in cases where:

(a) There are no established ISPM 15 or HN NPPO-accredited facilities.

(b) There are austere conditions.

(c) The shipments contain material for deploying DoD personnel and WPM will be returning directly to the United States.

b. For direct shipments to a non-ISPM 15 participating country when the DoD shipper of origin certifies the WPM as DoD Pest-Free or for shipments from governmental organizations or for transshipment to a non-ISPM 15 participating country, DoD shippers:

(1) Verify the destination country is not on the list of ISPM 15 participating countries on the DoD WPM Website.

(2) Use the DoD Pest-Free inspection, certification marking, and compliance procedures.

c. DoD Components are only authorized to use DoD as the TM when self-certifying. DoD Components are authorized to use the DoD Pest-Free certification mark in Figure 10 on WPM that successfully passes the moisture and visual inspection requirements in Paragraph 5.2.

## **5.2. DOD PEST-FREE CERTIFICATION.**

To certify WPM as DoD Pest-Free, DoD Components:

- a. Inspect WPM to check that it is bark-free, contains no bore holes larger than 3 mm, has no evidence of other insect infestations, and has a moisture content less than 20 percent in accordance with ALSA procedures.
- b. Meet inspection criteria or perform remediation actions in Paragraph 4.5.
- c. Inspect packaging and determine compliance with Paragraph 5.3.

## **5.3. DOD PEST SITE CERTIFICATION.**

- a. Each DoD Component develops, distributes, and performs an annual audit of DoD Pest-Free certified WPM sites to ensure they meet the requirements in this issuance.
- b. The DoD Pest-Free certified WPM site commander:
  - (1) Appoints, in writing, a WPM site custodian at each local certified site.
  - (2) Maintains:
    - (a) Documents with the number of DoD Pest-Free certification marking devices in the custody of the location.
    - (b) Records of DoD Pest-Free certification mark information.
    - (c) A copy of the DoD Component-specific WPM implementation guidelines.
    - (d) Records of corrective actions taken in response to reported WPM audit failures or discrepancies developed against the site by an audit, shipping, or receiving activity.
- c. The WPM site custodian for each local certified site:
  - (1) Maintains control of the certification marks and local lumber tracking records.
  - (2) Has overall responsibility for DoD WPM compliance with ISPM 15 at each site.
  - (3) Monitors personnel training requirements for:
    - (a) Successful completion of the DoD web-based training course or DLA Distribution Operations WPM Course Number LMS-ENV-WPM at a minimum of every 2 years.

(b) Maintenance of current training certificates, with a copy on file and available for audit reviews.

(4) Completes the required lumber usage monthly report and the DoD Pest-Free certification monthly report as specified in Section 6.

(5) Maintains WPM data for audit purposes as specified in Section 6.

## SECTION 6: MANAGEMENT CONTROLS

### 6.1. TRAINING AND RECORDS.

a. The DoD Components use the DoD WPM Website to:

(1) Provide familiarization training and certify U.S. military, DoD civil service, contract personnel, or authorized HN personnel performing WPM tasks on all DoD WPM sites.

(2) Train U.S. military, DoD civil service, contract personnel, or HN personnel performing WPM tasks. Personnel will retake the training every 2 years to ensure currency with IPPC, USDA, APHIS, and DoD WPM policy and procedures. DLA Distribution Operations WPM Course Number LMS-ENV-WPM may also be used for training U.S. military, DoD civil service, and U.S. or HN contract personnel performing WPM tasks.

b. The DoD Components use the DoD WPM Website management toolset to maintain 2 years of records with:

(1) Training certificates for all personnel who passed the DoD WPM web-based course or the DLA Distribution Operations WPM training course.

(2) The number of ISPM 15 certification marking devices in the custody of the location.

(3) The DoD Component-specific WPM implementation guidelines.

(4) Corrective actions taken in response to reported WPM audit failures or discrepancies identified by an audit, shipping, or receiving activity in accordance with the procedures in Paragraphs 4.3. and 6.3.

(5) The monthly reports as required in Paragraph 6.2.

(6) The WPM treated in a heat chamber or kiln with the recorded temperature monitoring of each type of treatment.

### 6.2. MONTHLY WPM REPORTS.

a. Each DoD Component will prepare a monthly WPM report with lumber usage. Information will include:

(1) The lumber:

(a) On hand at the start of the month.

(b) Received during the month.

(c) Used during the month.

(d) Scrapped during the month. The DoD Component WPM manager or WPM program manager will provide guidance on whether or how to track scrap, waste, or off-fall lumber.

(e) On hand at the end of the month.

(2) The monthly accounting of lumber usage for ISPM 15 certification.

(3) The number of times the DoD Pest-Free certification mark is used.

(4) An accounting of the type and quantity of WPM certified as DoD Pest-Free.

b. Each activity fabricating new WPM or repairing WPM with new HT certified lumber and applying the ISPM 15 certification mark:

(1) Documents and prepares monthly WPM reports with WPM lumber receipts that identifies:

(a) The receipt or requisition number and mill code.

(b) Lumber national stock number (NSN) or identification number.

(c) Lumber thickness, width, and length.

(d) Quantity of lumber received.

(e) Date of receipt.

(2) Documents and prepares monthly WPM reports with WPM lumber used that identifies:

(a) The cut and fabrication work order number or other approved document number, lumber NSN, or identification number.

(b) Lumber thickness, width, and length.

(c) Number of boards of each size used.

(d) Date of fabrication.

(3) Maintains the WPM lumber receipt documents and the WPM lumber used documents at the activity level for verification during on-site audits.

c. Each activity applying the DoD Pest-Free mark:

(1) Documents each use of the DoD Pest-Free certified WPM with:

(a) Requisition number or transportation control number.

- (b) NSN.
- (c) Quantity and type of WPM marked.
- (d) Moisture reading.
- (e) Results of visual inspection for boreholes larger than 3 mm in diameter and bark-free.
- (f) Date of receipt.
- (g) Inspector's name verifying that WPM meets DoD requirements and is properly marked.
- (h) Date of DoD Pest-Free certification.

(2) Maintains documentation of the DoD Pest-Free certified WPM at the activity level for verification during on-site audits.

(3) Submits the monthly WPM report with the DoD Pest-Free certified WPM that identifies:

- (a) The number of times the DoD Pest-Free certification mark is used.
- (b) Rollup of the type and quantity of WPM certified as DoD Pest-Free.

d. Each activity submits the monthly WPM report with the WPM lumber receipts, to the DoD Component WPM manager or WPM program manager.

e. Each DoD Component:

(1) Designates a WPM program manager or DoD Component WPM manager to validate the reports on a monthly, quarterly, semi-annual, or annual basis.

(2) Rolls up the activity reports and submits the monthly report to the DoD WPM Website within 2 weeks of the end of the reported month.

(3) Directs each reporting activity to register the DoDAAC, site custodian, and site auditor on the DoD WPM Website.

(4) Directs each validating activity to register its DoDAAC and WPM program manager on the DoD WPM Website.

### **6.3. AUDITS.**

DoD Components:

- a. Establish requirements for audits of activities with DoD self-certifying WPM programs in an internal implementing issuance in accordance with the procedures in this issuance.
- b. Use the procedures in this issuance and on the DoD WPM Website to effectively audit, monitor, enhance, and ensure ISPM 15 compliance.
- c. Use one or more methods to conduct audits:
  - (1) Facilities fabricating WPM from treated raw lumber that are approved through the U.S. program sanctioned by the USDA or administered by the ALSC.
  - (2) Facilities treating WPM that are approved through the U.S. program sanctioned by the USDA and administered by the ALSC.
- d. Designate DoD Component command inspectors or auditors to conduct audits at consolidation hubs, nodes, or sites and assess conformance using the monthly reports in Paragraph 6.2 and audit procedures in Paragraph 6.3.d. in combination with the DoD WPM Website.
- e. Train auditors to perform annual on-site audits and directs auditors to:
  - (1) Physically inspect certified material stamped or stenciled with a certification mark to ensure ISPM 15 compliance.
  - (2) Document discrepancies and compliance data online or forward documentation to the WPM program manager or DoD Component WPM manager.
  - (3) Review the records of all incoming WPM lumber, outgoing WPM, and shipments containing WPM to ensure ISPM 15 compliance and compliance for DoD Pest-Free certification procedures.
  - (4) Review the personnel training records to verify that workers involved with WPM have successfully completed the DoD web-based training course at <https://tarp.navsup.navy.mil/wpm> or DLA Distribution Operations WPM Course Number LMS-ENV-WPM once every 2 years.
  - (5) Verify that the activity maintains proper control of the ISPM 15 certification marking devices and DoD Pest-Free certification marking devices.
  - (6) Verify documentation of MB fumigation or other pesticide usage on the DD Form 1532, or equivalent, in accordance with DoD Instruction 4150.07.
  - (7) Prepare detailed reports of the audit and status of the DoD WPM program through the chain of command to the WPM program manager and DoD Component WPM manager using the DoD WPM Website at <https://tarp.navsup.navy.mil/wpm>.
  - (8) Conduct follow-up audits to assess if process improvements have been adequately implemented and are sufficient to resolve the noncompliant discrepancy:



- (a) Within 30 days after the first and second audit failure.
- (b) Within 60 days after the second audit failure.

(9) Withdraw the DoD site certification if the discrepancy is the result of a failure to maintain required documentation or to contract for the delivery of the proper WPM.

(10) Withdraw authorization to apply the ISPM 15 certification markings or the DoD Pest-Free certification markings until personnel re-accomplish the DoD web-based training course at <https://tarp.navsup.navy.mil/wpm> or DLA Distribution Operations WPM Course Number LMS-ENV-WPM.

(11) Withdraw the DoD site certification for 1 year after the third audit failure or reported non-compliance.

(12) Report warnings, suspensions, or withdrawal of ALSC certification marking authority for noncompliance with the ALSC publications and Table 1 requirements to the WPM program manager or DoD Component WPM manager.

f. Through the WPM program manager or DoD Component WPM manager, review and compare the on-site audit reports with the monthly report submitted to the DoD WPM Website at <https://tarp.navsup.navy.mil/wpm>.

g. Using DoD self-certified WPM activities when auditors identify and report noncompliant discrepancies:

(1) Provide written analysis of the noncompliance and a proposed solution to the responsible auditing organization and to the WPM program manager or DoD Component WPM manager within 15 days after notification of the first and second audit failure/reported non-compliance.

(2) Prepare for a follow-up audit within 30 days after notification of an audit failure to assess if process improvements have been adequately implemented and are sufficient to resolve the noncompliant discrepancy.

#### **6.4. DOD SITE CERTIFICATION.**

Each DoD Component develops, distributes, and performs an initial audit and an annual audit thereafter of the self-certified WPM sites to ensure that each site meets ISPM 15 requirements.

a. The DoD Component designates a commander for each DoD self-certified WPM site to appoint, in writing, at least one WPM site custodian at each local certified site as the WPM responsible representative.

b. The WPM site custodian:

- (1) Has overall responsibility for DoD WPM compliance with ISPM 15 at the site.

(2) Must be a trained, local individual within the packaging or WPM fabrication areas.

(3) Maintains:

(a) WPM data for audit purposes in accordance with the procedures in Paragraphs 6.1 through 6.3. of this issuance.

(b) Control of the certification marking devices to ensure use only by personnel that have successfully completed the approved training courses

(c) Local lumber tracking records.

(4) Oversees the training of all WPM personnel at the local certified site.

(a) Requires all required WPM personnel to successfully complete the approved DoD web-based training course at <https://tarp.navsup.navy.mil/wpm> or DLA Distribution Operations WPM Course Number LMS-ENV-WPM at least every 2 years.

(b) Maintains records of the training certificates.

(5) Completes the required lumber usage monthly report and the DoD Pest-Free certification monthly report.

c. The DoD Component designates a commander for each DoD self-certified WPM site to appoint, in writing, at least one WPM site auditor for each local certified site to perform the annual audits in accordance with the procedures in Paragraphs 6.3 and 6.4 of this issuance.

d. The DoD Component directs the segregation of compliant HT, DH, and MB lumber from noncompliant lumber by no less than 4 feet to ensure that noncompliant lumber is not selected for fabrication or repair of compliant WPM.

e. The DoD Component communicates information regarding the WPM program to all personnel using or handling WPM to:

(1) Increase understanding of the importance of successfully implementing the DoD WPM compliance with ISPM 15 measures and standards.

(2) Disseminate continuing updates regarding problems, required changes, and the appropriate remediation measures needed for compliance.

## **6.5. AUDIT INSPECTION CHECKLIST.**

Appointed and trained auditors perform inspections:

a. In accordance with the procedures in this issuance.

b. Using an audit inspection checklist like the example in Table 2 to determine the level of compliance with ISPM 15, ALSC WPM enforcement regulations (found at [www.alsc.org](http://www.alsc.org)) for the treatment of WPM and DoD fabricated WPM, and Part 319 of Title 7, CFR.

**Table 3. Example Audit Inspection Checklist**

	<b>Audit Inspection questions</b>	<b>Yes</b>	<b>No</b>
(1)	Does the site custodian have access to the most current WPM policy and procedural guidance?		
(2)	Have all required site personnel successfully completed the WPM certification training within the past 2 years?		
(3)	Are the WPM certification stamps secured and only being used by personnel that have successfully completed either of the approved training courses?		
(4)	Does the organization have procurement documentation for the last 2 years showing that all lumber procured by the organization was certified HT, DH, or MB lumber?		
(5)	Does the organization have work orders or other approved documentation for the last 2 years showing the amount of board feet used?		
(6)	For each month during the last 12 months, is the amount (in board feet) of certified HT, DH, or MB wood used equal to or less than the amount (in board feet) of procured plus on hand certified HT, DH, or MB wood?		
(7)	Does each shipment inspected, certified, and marked with the DoD Pest-Free certification mark document:		
(a)	NSN?		
(b)	Quantity of WPM by type?		
(c)	Transportation control number or requisition number?		
(d)	Tested moisture percentage?		
(e)	A statement that the wood contained no bore or grub holes larger than 3 millimeter or 1/4 inch, no presence of visible bark, and no other sign of pest infestation?		

c. Using an audit inspection form that reflects DoD Component-specific requirements or additional WPM audit items, as needed.

## GLOSSARY

### G.1. ACRONYMS.

ACRONYM	MEANING
ALSC	American Lumber Standard Committee
APHIS	Animal and Plant Health Inspection Service
CFR	Code of Federal Regulations
cm	Centimeter
DH	dielectric heat
DLA	Defense Logistics Agency
DLM	defense logistics manual
DoDAAC	DoD Activity Address Code
DoDM	DoD manual
HN	host nation
HT	heat treatment
IPPC	International Plant Protection Convention
ISPM 15	International Standards for Phytosanitary Measures Number 15
MB	methyl bromide
mm	Millimeter
MOU	memorandum of understanding
NPPO	National Plant Protection Organization
NSN	national stock number
PPQ	Plant Protection and Quarantine
SDR	supply discrepancy report
SF	sulfuryl fluoride
TM	Trademark
USDA	United States Department of Agriculture
WPM	wood packaging material

**G.2. DEFINITIONS.**

These terms and their definitions are for the purpose of this issuance.

<b>TERM</b>	<b>DEFINITION</b>
<b>activity</b>	A unit, organization, or installation performing a function or mission (e.g., reception center, distribution center, naval station, or naval shipyard).
<b>ALSC</b>	An organization, composed of manufacturers, distributors, users, and consumers of lumber, serves as the standing committee for the American Softwood Lumber Standard Voluntary Product Standard 20-15; and in accordance with American Softwood Lumber Standard Product Standard 20-15, administers an accreditation program for the grade marking of lumber produced under the system. The ALSC also administers accreditation programs for the certification marking of treated lumber produced under standards written and maintained by the American Wood Preserver's Association and for the labeling of WPM produced under ISPM 15.
<b>auditor</b>	A trained, independent, and impartial reviewer assigned by the WPM site commander or manager to perform a WPM audit on one or more sites. Completes regular audit reports using the audit checklist.
<b>bark-free wood</b>	Wood from which all bark excluding the vascular cambium, ingrown bark around knots, and bark pockets between rings of annual growth has been removed.
<b>debarking</b>	Removal of bark from round wood (does not necessarily make the wood bark-free).
<b>DH</b>	WPM HT using a high frequency alternating electric field, or radio wave or microwave electromagnetic radiation.
<b>DoD Component WPM manager</b>	The DoD Component's representative to the Defense Packaging Policy Group and any additional appointed personnel to assist the Defense Packaging Policy Group representative.
<b>dunnage</b>	WPM used to secure or support a commodity during shipment or in storage but that does not remain with the commodity when in use.
<b>freight container</b>	Article of transport equipment of a permanent character and accordingly strong enough to be suitable for repeated use; specially designed to facilitate the carriage of goods by one or more modes of

<b>TERM</b>	<b>DEFINITION</b>
	transport, without intermediate reloading; fitted with devices permitting its ready handling, particularly its transfer from one mode of transport to another; so designed as to be easy to fill and empty.
<b>IPPC</b>	An international treaty relating to plant health, to which over 157 governments, including the United States, currently adhere. Its main purpose is to secure action to prevent the spread and introduction of pests of plants and plant products and to promote appropriate measures for their control.
<b>ISPM 15</b>	An international set of standards for phytosanitary measures adopted by the Conference of Food and Agriculture Organization of the United Nations, the Interim Commission on phytosanitary measures or the Commission on phytosanitary measures, produced by the Secretariat of the IPPC.
<b>NPPO</b>	An organization established by the Food and Agriculture Organization of the United Nations to protect national plant resources from pests as a component of the IPPC.
<b>pests</b>	Any species, strain, or biotype of plant, animal, or pathogenic agent injurious to plants or plant products.
<b>phytosanitary</b>	Concerning plant health, including the protection of natural flora and plant products from direct and indirect damage by pests
<b>phytosanitary measure</b>	Any legislation, regulation, or official procedure having the purpose to prevent the introduction or spread of quarantine pests, or to limit the economic impact of regulated non-quarantine pests.
<b>processed wood material</b>	Products that are a composite of wood constructed using glue, heat and pressure, or any combination thereof. Examples include plywood, particleboard, oriented strand board, veneer, and wood wool.
<b>site custodian</b>	A trained local individual within the packaging or WPM fabrication areas assigned by the DoD certified WPM site commander as the commander's WPM responsible representative. Maintains control of the certification marks and local lumber tracking records, has overall responsibility for DoD WPM compliance with ISPM 15 at their sites.
<b>transshipment</b>	To transfer a shipment from one conveyance to another for onward movement or re-shipment.

<b>TERM</b>	<b>DEFINITION</b>
<b>U.S.</b>	All of the States of the United States, the District of Columbia, Guam, the Northern Mariana Islands, Puerto Rico, the Virgin Islands of the United States, and all other territories and possessions of the United States.
<b>WPM</b>	Hardwood and softwood packaging material used in supporting, protecting, or carrying a commodity (includes dunnage). Examples of WPM include but are not limited to pallets, skids, pallet collars, containers, crates, boxes, cases, bins, reels, drums, load boards, and dunnage. Wood packaging made of exempt materials but combined with solid wood components; does not include processed wood materials and manufactured wood products. Exempt materials are described in Section 3 of ISPM 15. (Previously known as non-manufactured wood packaging or solid wood packaging material).
<b>WPM compliance</b>	Satisfying the intent and provisions of ISPM 15, as implemented by the United States in accordance with requirements from ALSC, U.S. allies, and other friendly governments.
<b>WPM program manager</b>	A subordinate command representative identified by a DoD Component as responsible for the WPM compliance program in their command. If no subordinate representative is assigned, duties revert to the DoD Component WPM manager.

## REFERENCES

### ALSC Publications

- DoD Manual 8910.01, Volume 1, "DoD Information Collections Manual: Procedures for DoD Internal Information Collections," June 30, 2014, as amended
- American Lumber Standard Committee, Incorporated, "Fumigated Wood/Fumigated Wood Packaging Material Policy," November 7, 2014
- American Lumber Standard Committee, Incorporated, "Fumigated Wood/Fumigated Wood Packaging Material Enforcement Regulations," November 3, 2017
- American Lumber Standard Committee, Incorporated, "Wood Packaging Material Policy," November 8, 2013
- American Lumber Standard Committee, Incorporated, "Wood Packaging Material Enforcement Regulations," November 7, 2014
- American Softwood Lumber Standard, "Voluntary Product Standard 20-15," April 2015

### Other References

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- Code of Federal Regulations, Title 7
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