

MEMORANDUM FOR: 999 CEG/CE

FROM: 999 MDG/CC

SUBJECT: Memorandum of Agreement (MOA) for Non-Medical Deployable Equipment.

1. **PURPOSE:** The purpose of this memorandum of agreement (MOA) between 999 CEG/CC and 999th Medical Group (MDG) is to define the support requirements and responsibilities for the Real Property Similar Equipment (RPSE) under the control of the 999 MDG.
2. **DEFINITIONS:**
 - a. **Tent Expandable, Modular, Personnel (TEMPER).** A soft-wall shelter consisting of an expandable/extendible aluminum frame covered with a polyester fabric treated for resistance to water, fire, and weather. The tents are equipped with vestibules for shelter interconnection, overlays to reduce solar loading, fabric floors, 3-phase electrical distribution, fluorescent lights, convenience outlets, and interfaces for environmental control units.
 - b. **Heater, Space, 60,000 BTU/HR.** A portable, 120-volt, multi-fuel appliance designed to circulate heated air in enclosed spaces to maintain temperatures within a desired range. Used to heat and ventilate small TEMPER tents.
 - c. **Generators.** Each medical assemblage is equipped with a 3KW, diesel engine driven, skid-mounted, 120/128 volt, utility class generator.
 - d. **Scheduled Maintenance Program (SMP).** Maintenance performed by Base Civil Engineer (BCE) personnel that is programmed on an annual basis.
 - e. **Downtime.** The period of time a piece of equipment is not available to perform an operational requirement.
 - f. **Support Facilities.** Property accounted for as real property and which is the responsibility of the host base civil engineer.
 - g. **Real Property Similar Equipment (RPSE).** Structures and equipment owned and operated by the user, which are deployed or permanently assigned to an installation as facility substitutes. RPSE is mobile or transportable non-real property systems, shelters or equipment being used in place of permanent facilities.
 - h. **Support Equipment.** Includes all test equipment not built into the end item. The host base civil engineer provides support for which.
3. **REFERENCES:**

- a. AFR 91-4, Operation and Maintenance of Electric Power Systems, 28 July 1989.
- b. T.O. 35E5-6-1, Operator's, Organizational, and Direct Support Manual, including Repair Parts for Tent, Extendible Modular.
- c. T.M. 5-4520-253-13, Operator's Unit, and Intermediate Maintenance Manual, 60,000 BTU/HR Heaters.
- d. T.O. 35C-3-446-1, Operation and Maintenance Instructions with illustrated Parts Breakdown, Generator Set, 3KW.
- e. T.O. 35CA6-1-101, Operation, Maintenance, and Overhaul Instructions with Illustrated Parts Breakdown, Power Distribution Panel.

4. RESPONSIBILITIES:

- a. 999 MDG will:
 - (1) Establish and maintain a user-maintenance capability in accordance with guidance provided by BCE. BCE personnel are not expected to perform functions that are within the operating capability of the 999 MDG.
 - (2) Adhere to the SMP schedule to ensure minimum manpower requirements and costs are met.
 - (3) Ensure the equipment will not be scheduled for any non-contingency or routine mission requirement during the time allocated for maintenance actions.
 - (4) Notify BCE if additional repair requirements are discovered between scheduled maintenance. A telecom followed by a written work request will be required. Additional (unscheduled) work will require prior budget approval from the Director, Medical Services or his/her authorized representative.
 - (5) Provide or arrange for transportation for equipment to and from BCE support facilities when requested by BCE.
 - (6) Make available medical maintenance personnel and resources to augment the BCE teams during accomplishment of maintenance actions. This will not be required when maintenance is performed in BCE support facilities.
 - (7) Notify BCE as soon as possible of impending exercises and deployments. The notification shall include information about the climatic conditions at the deployment site, mode of travel, anticipated support capabilities at the location, and when the items must be marshaled for shipment. Hazardous Cargo compliance and certification are the responsibility of the user. Therefore, it is imperative that those requirements be made known to BCE personnel assisting in the preparation of the items for shipment.

- (8) Ensure adequate funds are available to cover the cost of requested maintenance actions.
- (9) Provide BCE with copies of operation, service, and parts manuals for equipment and structures included in the MOA. (If not available by user, user will contact Biomedical Maintenance.)
- (10) Notify BCE in writing of any additions/deletions or excess actions affecting the MOA.

b. BCE will:

- (1) Program annual schedule maintenance of all RPSE items reported by the 999th MDG. Scheduled maintenance actions will be in accordance with the local BCE directives and operating procedures and the technical orders for the equipment and structures.
- (2) Coordinate RPSE workload with the 999th MDG, medical logistics flight point of contact to minimize downtime and mission requirements conflicts.
- (3) Provide guidance and training to 999th MDG to help them establish a user maintenance program.
- (4) Provide budget estimates for the SMP to the 999th MDG. BCE will also provide cost estimates for all unscheduled maintenance actions to the user prior to the installation work. The 999th MDG must approve the work done in addition to the SMP.
- (5) Notify the 999th MDG 1 week in advance of scheduled maintenance actions on the equipment/structures or when the equipment will be brought to BCE support facilities for service.
- (6) Provide user and Medical Materiel technical advice concerning the serviceability of RPSE items, which have been declared excess, obsolete, or require a large expenditure of funds to return to service. The user and Medical Materiel to determine appropriate disposition of the items will use this information.

5. USER POINTS OF CONTACT:

- a. Point of contact for technical and policy matters: SrA MEDLOG (X-XXX)
- b. Primary point of contact for general information: SSgt MEDLOG (X-XXX)
- c. Alternate point of contact for general information: SSgt MEDLOG (X-XXXX)
- d. A joint BCE and 999 MDG review of this MOA will be conducted annually to identify any required changes.
- e. Termination of this MOA will be by mutual agreement.

Commander, 999th Medical Group Date

Commander, 999th Civil Engineer Group Date