

## **REPORTING REQUIREMENTS FOR HISTORIC SMALL ARMS AND ORDNANCE**

When reporting captured/donated small arms or ordnance to CMC (HDM), whether operational or deactivated, the reports shall include the following information:

1. Organization's Activity Address Code (includes RUC and official mailing address, to include a street or box number).
2. Weapon(s) Information (if known or identified on the weapon).
  - a. Nomenclature (complete description), i.e. Type, caliber, make and model number, country of manufacture, and serial number, such as "Rifle; 7.62mm; AK-47; SOV s/n 30542", "Musket; cal .69; M1812; Springfield; USA s/n 740153-OR", "Machine Gun; 7.7mm; Type 92; JAP s/n 91256," etc.
  - b. Origin (where the weapon was captured/donated) with details of capture/donation (location, date, circumstances, etc.)
  - c. Marine Corps Museum accession numbers, such as 740453-OR or 1974.453.1, if applicable.
  - d. Local Stock Number assigned per MCO 4410.9.
  - e. DEMIL code assigned per DoD 4160.21-M-1.
  - f. Clear text description of DEMIL process used for display purposes. Furnish copy of DEMIL certificate per DoD 4160.21-M-1.
  - g. Location and security measures employed if the weapon is to be displayed in accordance with the OPNAVINST 5530.13B.
  - h. Copy of the following U.S. Customs Declaration, if requested by the Bureau of U.S. Customs, Department of the Treasury, if applicable:

"This artifact is the property of the U.S. Government having been acquired as captured/donated equipment in (name of war, action, operation, conflict, etc.) and will be maintained by the U.S. Marine Corps for historical and display purposes."
3. Digitized photographs depicting front view, rear or back view, side views, top view, and bottom view; drawings and/or schematics (if available), special markings or stamps, detailed operating and recommended DEMIL instructions.
4. Report Control Symbol: MC-5750-OT will be utilized.