

ARMORED VEHICLES – Write-Off, Demilitarization and Destruction

Criteria for Selecting a Contractor

Objective

The need for a cost-effective and secure means of conducting the disposal or demilitarization of the equipment activities is imperative. A contractor doing disposal and write-off of UN armoured vehicles should take into consideration the need for demilitarization of the equipment and take into consideration performance factors that must be satisfied:

- Security/Risk Reduction
- Cost Reduction/Process Flexibility
- Accountability

The results have to prevent recognition, reassembly and future use of the item's original purpose as it is important to prevent reverse engineering for duplication .

Given that destruction is now a required, or at least prudent, milestone in the life of any armoured equipment and given that auditors, prosecutors, litigants, the media and, unfortunately, the general public sometimes mistakenly perceive it to be inherently deceitful, it is important to structure destruction policies and procedures to minimize even the appearance of impropriety.

Consistency and documentation are the only ways to achieve the transparency necessary to eliminate any hint of subterfuge.

Pre-requisites

For the purpose of this requirement, vendors should indicate the scrap metal value for each vehicle variant or a value by unprocessed scrap metal weight in tons.

The contractor is required to cut and dispose various vehicle models which include, but are not limited to, BAE Land Systems RG-32 Scout, BAE Land Systems RG-31 Nyala and after-market armoured versions of various commercial pattern vehicles such as Toyota Landcruiser, Nissan Patrol, Chevrolet Suburban and Ford Expedition. There are variations in the exact requirements between the various vehicle models, however technical assistance will be provided for each vehicle model as the requirement arises.

The cutting and disposal process of the vehicles should be in compliance with the country national environmental policies and regulations.

The following attributes should also be required from the destruction contractor :

1. Economy of Scale – Large Scope, Cost-Efficient Mobile Demilitarization Concept: The more tonnage of range residue processed (DEMILed) and removed (released to the public domain for recycling), the lower the cost.
2. Offset Costs – Recycling of “scrap” can offset some of the Mobile Demilitarization cost.
3. Demilitarization Machinery – Use of high-capacity machinery, specially designed for ranges and training munitions, if applicable.:
4. Completely self-contained
5. Allow 100% inspection of all processed material
6. Solve range residue certification risk

SURFACE TRANSPORT/TMS/LSD

September 2011

ARMORED VEHICLES – Write-Off, Demilitarization and Destruction**Criteria for Selecting a Contractor**

7. Cost effective and cost reducing
8. Zero Residual Liability for the Customer – Using on-range demilitarization machinery, 100% of the material will be processed, inspected and certified through the mobile concept to meet all demilitarization requirements established by the UN. Nothing hazardous will leave the range; therefore, no transportation permits will be required. The Mobile Demilitarization Concept may take custody and responsibility for the DEMILed Range Scrap as part of the pay; therefore, when it leaves the range, it is no longer the UN's responsibility.

Several things should be verified as part of the thoroughness of the process and selection of a Destruction/Disposal contractor.

1. Make sure the service provider is not subcontracting the destruction service and has the ability to provide the destruction with no transfer of custody.
2. Be consistent about the method and means of destruction and if possible have a documented and certified decision. If an organization has a regular method of destruction, any destruction outside that procedure draws attention and risks the appearance of impropriety.
3. Be consistent in the procedures used for destruction in decentralized operations and from Mission to Mission
4. Be consistent regarding the timing by which equipment is destroyed.
5. Document all destruction policies and schedules, covering all classes of records, and describe acceptable collection and destruction methods, for audit purposes or specific requests from member-state
6. Document the expertise and responsibility of the area, responsible for the monitoring of the process, information protection and monitoring of the destruction.
7. Document subcontractors' and vendors' awareness of or instruction about the UN's policies (if applicable) It is not uncommon for large organization to have good information protection programs (either for security, cost awareness, environmental), while vendors and subcontractors casually discard records and thereby compromise the internal disposal/destruction program or make it questionable and non-reliable.
8. Document the actual process of selecting the contractor and if a contractor is used for destruction of UN property – specifically including demilitarization, document the criteria by which it should be evaluated and selected.
9. Document every process of the disposal/ destruction process.
10. Maintain internal and contractor destruction activity records permanently.
11. The destruction contractor should screen employees through background checks at the time of hiring.
12. Threshold levels of insurance should be required and verified, if applicabl
13. The particle size of the materials resulting from the destruction process should be verified to meet procedural minimums, pre-defined by the UN.
14. If plant-based service is used, verify that access is restricted to operational employees.
15. The contractor's service employees should be easily recognizable and identifiable.
16. The contractor should provide documentation after the fact, establishing the date that the equipment ceased to exist, where it was destroyed, and how it was destroyed.

SURFACE TRANSPORT/TMS/LSD

September 2011

ARMORED VEHICLES – Write-Off, Demilitarization and Destruction**Criteria for Selecting a Contractor**

17. The destruction contractor should provide documentation upon receipt of the vehicles and/or equipment to be destroyed that acknowledges and accepts fiduciary responsibility for the confidentiality and destruction of the vehicles and/or equipment.

RESPONSIBILITIES OF THE CONTRACTOR

1. The Contractor shall be responsible for draining all oil and lubricant from the vehicles and dispose of them without causing any environment issues to the county.
2. The Contractor shall use high power cutting torch or power tools to cut the vehicles in six or more pieces . All safety aspects should be in place when cutting the vehicles.
3. The contractor shall, remove the engine, transmission box, seats, axles and other major parts that me obstruct the cutting of the vehicles.
4. The engine, transmission, axles and other major parts shall crush, cut and destroy separately by the contractor.
5. The Contractor shall provide all manpower to cut the vehicles and dispose the remains and scrap.
6. The Contractor shall provide their own vehicle for transport the remains and scraps to designated area for dispose.
7. The cutting and disposing of the vehicles Scraps should be completed in three days maximum.
8. The Contractor shall clean the area after the cutting and loading of the waste is completed.

PERSONNEL

1. The Contractor shall provide an adequate number of qualified technicians and handymen to supervise and perform the tasks efficiently and safely.
2. The Contract Manager or his/her alternate shall be the central point of contact and shall be available to meet with the UNMIS representative from Procurement and Transport Sections at any given time.
3. The Contract Manager or his/her alternate shall be able to read, write, speak and understand English.
4. The Contractor shall designate the individuals in writing (listing names, addresses and telephone numbers) to the Mission no later than ten (10) days prior to the commencement date of contract.

QUALITY CONTROL

The cutting of the vehicles and disposing of scraps will be subject to quality control by designated members from UN Transport Section and Property Management Disposal Unit, who will be present it the locations to take photos and monitor the process to ensure it is carried out in compliance with the signed contract agreement.

SURFACE TRANSPORT/TMS/LSD

September 2011

ARMORED VEHICLES – Write-Off, Demilitarization and Destruction**Criteria for Selecting a Contractor****INSURANCE**

The contractor shall provide insurance coverage for all their staff against injuries if occurred.

REQUIREMENT OF CERTIFICATES

The UN Mission should appoint by name and in writing, the person(s) authorized to certify or verify disposal and demilitarization/destruction/write-off/destruction of the armoured vehicles. The Mission should follow all the determination as established by the Property Management Unit.

The certificate must be countersigned by a technically qualified U.N representative who actually witnessed the demilitarization of the vehicles and/or material or inspected the residue. The certificate will be executed for all items demilitarized, disposed and write-off.

Before signature, please understand that you are certifying or verifying that four items of information are correct :

- How the item was demilitarized
- What was demilitarized
- How many were demilitarized
- When the items were demilitarized

Supporting Documents to this Guidance Paper :

Annex A – Suggested Invitation to BID (Prepared by UNLB-2009) - Sale of Surplus Assets -
Invitation to Bid – UNLB/S/002/2009 - Statement of Requirement - Destruction and Disposal of Anti Projectile and Mine Protected Vehicles

Annex B – CFE Treaty (as part of the Defence Conversion – The disposal and demilitarization of Heavy Weapon Systems - SEESAC - South Eastern and Eastern Europe Clearinghouse for the Control of Small Arms and Light Weapons (UNDP & European Union)
SEESAC - South Eastern and Eastern Europe Clearinghouse for the Control of Small Arms and Light Weapons has a mandate from the UNDP (United Nations Development Program) and the Stability pact for South East Europe (SPSEE)

Annex C – Surface Transport Manual – Para.8.11 - *Disposal of Armoured, Armoured/Mine-Hardened and Armoured/Mine Protected-Vehicles – Paragraph 8.11 – Surface Transport Manual*

Annex D – Demilitarization Guidelines

Annex E - CONTRACT UNAMI 2010-CON-053 – Destruction of Armored Vehicles (for reference)

Annex F – Supporting documents to the CONTRACT UNAMI 2010-CON-053
Destruction of Armored Vehicles (for reference)

Annex G – UNAMI – SOR – Destruction of Armored vehicles (for reference)

SURFACE TRANSPORT/TMS/LSD

September 2011