## DoD Best Practices
### Equipment Management Capability Maturity Model (EMCMM)

<table>
<thead>
<tr>
<th>Performance Measurement</th>
<th>Level 1: Basic</th>
<th>Level 2: Managed</th>
<th>Level 3: Defined</th>
<th>Level 4: Predictive</th>
<th>Level 5: CPI</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Audit possible, but requires heroics</td>
<td>Audit possible, but low sustainability</td>
<td>Audit possible, greater chance for sustainability</td>
<td>Audit possible, high chance for sustainability</td>
<td>Continuous improvement</td>
</tr>
</tbody>
</table>

### Establish baseline universe of capital assets
- Service will identify a total quantity of accountable assets using the Defense Property Accountability System (DPAS)

### Identify serialized assets as an Accountable Property Record (APR)
- Assets have a Service assigned serial number
- Assets have an assigned serial number unique at the Service-enterprise level
- Assets have an assigned serial number unique at the DoD-enterprise level
- 100% of assets have a enterprise unique serial number established in their APSR and reconciles to the IUID Registry
- Utilize automatic identification technology (AIT) to capture and reconcile asset data to the APSR

### Establish serialized APRs in an accountable property system of record (APSR)
- General equipment assets have an established APR in a Service system
- General equipment assets have an APR that contains all the required data elements as outlined by DoDI 5000.64
- General equipment assets have an APR established in a DoDI 5000.64 compliant APSR thru the asset's life cycle
- Supporting documentation for each general equipment APR is maintained and accessible within 72 hours
- Reduce the number of duplicate serial numbers to no more than xx% of total assets

### Reconcile APRs to financial system
- Accountable general equipment is valued and reported in a financial system
- Accountable general equipment is manually reconciled between APSR and the financial system
- Accountable general equipment is automatically reconciled between APSR and financial system of record
- 100% of assets are reconciled between the APSR and financial system of record
- N/A

### Assign/Equip Accountable Property Officer (APO)
- Service establishes an APO for each of its assets
- Service APOs meet DoDI 5000.64 standards for training
- APO ensures that physical inventory for each asset is performed at least triennially
- Achieve, at a minimum, a 98% physical inventory accuracy rate
- Physical inventories that do not meet the 98% physical inventory accuracy rate are reduced to xx%