

**FEDERAL COMPLIANCE SPECIALIST**  
**GSA Federal Property Program**

**Contents**

Section 1: Eligibility .....	2
Section 2: GSA Property Requisition .....	3
Section 3: GSA Approval .....	4
Section 4: Downloading 123 Document .....	5
Section 5: Manually Enter 123 Document.....	6
Section 6: Manifest .....	7
Section 7: Receiving .....	8
Section 8: Property in Stock .....	9
Section 9: Donation Invoice.....	10
Section 10: Invoice Payment .....	11
Section 11: Compliance .....	12
Section 12: Eligibility .....	13
Section 13: GSA Federal Property Program.....	14

**Law Enforcement Support Office (LESO)**

Section 14: LEA (Law Enforcement Agency) Requisition .....	15
Section 15: SPOC (State Point of Contact) Approval.....	16
Section 16: LESO Approval .....	17
Section 17: LEA (Law Enforcement Agency) Arranges Shipping.....	18
Section 18: LEA Receipts Property .....	19
Section 19: SPOC Approval .....	20
Section 20: Manifest .....	21
Section 21: Receiving .....	22
Section 22: Property in Stock .....	23
Section 23: Donation Invoice.....	24
Section 24: Invoice Payment .....	25
Section 25: MRAP .....	26

## **Section 1: Eligibility**

This is the Federal eligibility section

## **Section 2: GSA Property Requisition**

### **Section 3: GSA Approval**

**Section 4: Downloading 123 Document**

**Section 5: Manually Enter 123 Document**

## **Section 6: Manifest**

**Section 7: Receiving**



## **Section 8: Property in Stock**

**Section 9: Donation Invoice**

**Section 10: Invoice Payment**

## **Section 11: Compliance**

## **Section 12: Eligibility**

## **Section 13: GSA Federal Property Program**

**Section 14: LEA (Law Enforcement Agency) Requisition**

**Section 15: SPOC (State Point of Contact) Approval**



## **Section 16: LESO Approval**

## **Section 17: LEA (Law Enforcement Agency) Arranges Shipping**

## **Section 18: LEA Receipts Property**

**Section 19: SPOC Approval**

## **Section 20: Manifest**

**Section 21: Receiving**

## **Section 22: Property in Stock**

**Section 23: Donation Invoice**



**Section 24: Invoice Payment**

## Section 25: MRAP

The following information can be sent to LEA that are interested in acquiring a MRAP.

(Note ownership never passes to LEA once item is no longer needed or wanted must be turned back to the D.O.D. (Department of Defense) via the 1033 Program)

Included is the home page for the DLA LESO Program for your to review and learn about the program.

To request an MRAP complete the (4) fillable form links below;

Once completed please submit back to our agency **all the forms at one time**.  
(If issues are found your agency will be contacted.)

Prior to any requests a current [participation form](#) and a signed copy of the [State Plan of Operations \(SPO\)](#) that has been approved by the State Coordinator and LESO will be validated by our agency.

[DLA LESO Home Page](#)

1. [Armored Vehicle Request Form](#)
2. [Armored Vehicle Justification Template](#)
3. [MRAP Demil Prep Letter](#)
4. [DLA Form 1928 Certificate to Register a Tactile Vehicle](#)

If you have any questions please contact our agency or visit our State of Utah [1033 Program Page](#).