



DSS SCREENING INSTRUCTIONS

Through the Disposition Services Sites (DSS), such as Ft. Carson-Colorado Springs, the 1033 Program provides your law enforcement agency an opportunity to locate *the equipment your agency needs to assist the law enforcement officer on the street in the execution of his or her primary duties*. The following are procedures for physically screening equipment at the DSS:

Only two persons from each agency will be allowed to physically screen for property at any one time. However, up to four persons may be authorized as screeners for your agency. These authorized individuals are identified on each agency's annual Application for Participation. The Law Enforcement Support Office (LESO) will provide an authorization letter specifying authorized screeners to the DSS. The DSS will require this authorization before they allow you access to their facility.

You will be required to contact the reutilization specialist at the DSS you plan to visit and make an appointment. Your agency needs to contact the DSS to arrange pickup, shipping or delivery of equipment. **It is the responsibility of your agency to advise the State Coordinator of any discrepancies (quantities, cancellations, etc.)** and the State Coordinator will notify LESO. All DSS items screened are requested via the Internet. The DSS staff is available should you require assistance.

DSS Hours: Tuesday – Thursday, 8:00 am – 2:00 pm or by appointment.

Ft. Carson DSS, Colorado Springs, CO

Michael Ensley	(719) 466-7002
Bruce Galbreath	(719) 526-9682
Tom Haegele	(719) 526-4473
David Sams	(719) 526-2782
	(719) 526-3656 fax

Colorado 1033 Program – State Coordinators

Colorado State Patrol
700 Kipling St., Denver, CO 80215

Alice Huyler	(303) 239-5776
Jovita Freeland	(303) 239-5775 fax

Law Enforcement Support Office – Defense Logistics Agency

Law Enforcement Support Office (LESO)
74 N Washington Ave.
Battle Creek, MI 49037