

CHAPTER 202

CARGO ROUTING AND MOVEMENT

A. GENERAL

This chapter provides routing and general provisions for DoD worldwide cargo movement by rail, motor, air, freight forwarder, pipeline, intermodal systems, drive-away and tow-away service, and water (inland waterway, coastal, and inter-coastal) carriers. Additional information on CONUS-only movements can be found by referring to MFTURP-1, which can be located on the SDDC website at <http://www.sddc.army.mil/GCD> by selecting “Current Publications”, then “Domestic”, and then the MFTURP-1 link.

B. ROUTING AUTHORITY

1. TOs, or their authorized shipper agents appointed by official letter, may route general commodity shipments by rail, motor, and air, as described in Paragraphs [B.1.a](#) and [B.1.b](#) below, using best value principles and in compliance with the DoD’s and the TOs’ respective Service HQ’s traffic management policies. Items listed in [Paragraph B.2](#) must be routed by SDDC using route orders described in [Paragraph C](#). TOs have two primary and one backup routing procedure options, as specified in Paragraphs B.1.a and B.1.b. Only DoD-certified freight carriers having an active paper or electronic Tender of Freight Services on file that is approved by SDDC or AMC within the GFM system and the Total Delivery Services (TDS) contracts, for domestic and international package delivery services, are authorized for use when routing cargo (see [Paragraph Y.3.b](#)). Unless preapproved by SDDC, only carriers that use the TPPS are eligible for freight traffic awards and are considered a best value. The freight traffic awards will be consistent with the elements of best value. A list of DoD-approved carriers can be accessed in real time at the DoD Approved Carrier List link: <https://eta.sddc.army.mil/default.asp?fa=freight>. Tenders used for routing air cargo must contain an AMC approval stamp, in addition to a SDDC Operations stamped distribution number. When air tenders do not meet the need of the freight shipping requirements, the GSA MAS is available as another means in shipping domestic heavyweight freight in excess of 150 lbs.
 - a. Activities with automated capabilities must obtain route orders using the automated system routing request formats (GFM). TOs may not utilize the override feature on automated systems when voluntary rates exist without prior approval from the SDDC’s G33D Domestic Programs Section at 618-220-5914 or via e-mail at usarmy.scott.sddc.mbx.conus-csc-team@mail.mil. Chief of Business Services at 618-220-6834 or via e-mail at SDDC-OPS-BusinessServices@us.army.mil. For after hour (1800 CST) route requests, the TO may contact the Business Services Rater and Router after hours via the SDDC Command Operations Center at 618-220-4262 (Exception: GFM 500K series tenders require approval from the SDDC Special Requirements Branch Section at army.sddc.ops.negotiations@mail.mil (618-220-4513, DSN 770-4513) until 1600 CST. or, after 1700 Eastern Standard Time, at 618-220-4262). The following information must be provided as part of the override request (email): requesting TO name, phone number, e-mail address, shipment from/to, dates of movement, commodity, pieces, weight, Controlled Inventory Item Code (CIIC), and special movement requirements (Satellite Motor Surveillance Service [SNS], Dual Driver Protective Service [DDP], and Trailer Tracking Service [DCS]). Shipment ID Number (CAVS Users) Rate Quote Number (DSS Users): ATR Offer Number: Type of Shipment: (Truck/Air), TOs Name, TOs Commercial Phone Number, TOs Email Address, Authorized Shipper Agent appointed by official letter (Authorized Shipment Agent’s Name, Phone Number, Email Address), DTR, Chapter 202,

(B)(1). Shipment Origin, Shipment Destination, Date of Movement, RDD, Commodity Code, Commodity Description, Number of Pieces, Weight, Controlled Inventory Item Code (CIIC), Any Special Movement Requirements, Protective Services Required (ex. DDP, SNS, DCS reference DTR – (Part II) Cargo Movement, Chapter 205, Table 205-1 through 205-8 or the MFTRP-1, Section B), and Reason for Override Request. A monthly unauthorized override report will be submitted to the Service HQ for appropriate action.

b. When automated systems are unavailable and TOs require manual processing:

(1) To utilize the manual processing method, TOs must maintain a complete file of authorized tenders for use in routing general commodity shipments obtained from SDDC or AMC. A TO that maintains a complete file of tenders must contact SDDC the Special Requirements Team at army.sddc.ops.negotiation@mail.mil or AMC for assistance in obtaining a list of tenders serving the TO's location. Orders placed by TOs under this election will require data to be separately entered into the billing/payment process through an approved/supporting EDI. To utilize the manual processing method, TOs must maintain a complete file of authorized tenders for use in routing general commodity shipments obtained from SDDC or AMC. A TO that maintains a complete file of tenders must contact SDDC (the Special Requirements Section at army.sddc.ops.negotiations@mail.mil or, after 1700 EST, Eastern Standard Time at (618 220 4262 4513, DSN 770 4513) or AMC for assistance in obtaining a list of tenders serving the TO's location. Manual tender files must be updated semi-annually to add new and/or remove expired tenders. Orders placed by TOs under this election will require data to be separately entered into the billing/payment process through an approved/supporting EDI.

(2) The TOs can submit an electronic Spot Bid request using the SDDC ETA site at <https://eta.sddc.army.mil/default.asp?fa=freight>. If use of Spot Bid does not satisfy movement requirement submit a manual DD Form 1085, Figure 202-1, to the SDDC Special Requirements Team at army.sddc.ops.negotiation@mail.mil. The TOs can submit an electronic request using the SDDC ETA site at <https://eta.sddc.army.mil/default.asp?fa=freight> to obtain a freight routing or submit a manual DD Form 1085, Figure 202-1, to SDDC Operations IAW Paragraph C. For shipments that are over-dimensional, overweight, or large-volume movements or freight requiring special permits, the installation can fax DD1085 requests to the SDDC Special Requirements Branch at 618-220-5261 or e-mail the DD1085 to army.sddc.ops.negotiations@mail.mil.

2. The following shipment and commodity exceptions require a routing request IAW [Paragraph C](#):

- a. Articles listed in [International Civil Aviation Organization Technical Instruction](#) or 49 CFR 105-180, [Other Regulations Relating to Transportation](#). Material that is eligible for shipment via TDS does not require a SDDC Route Order.
- b. Class/Division 1.1, 1.2, 1.3, and 1.4 ammunition and explosives; Class 2.3 Poisonous by Inhalation (PIH) materials; and Class 7 radioactive materials with the Yellow III label. Limited quantities of Class 1.4 ammunition and explosives that are eligible for shipment via TDS domestic contract carriers do not require a SDDC Route Order (see Chapter 205, Paragraph G).
- c. SECRET material. Unless moving the material under procedures developed for shipping SECRET materiel by cleared TDS domestic package delivery contracted carrier. (See Chapter 205, Paragraph G.)

- d. CONFIDENTIAL material weighing 10,000 lbs or more. CONFIDENTIAL material may be moved via the TDS domestic contract when the material meets contract criteria. (See Chapter 205, Paragraph T.)
 - e. Bulk liquids and gases.
 - f. Empty towable tank trailers.
 - g. Vehicles in drive-away or tow-away service.
 - h. Shipments and/or commodities requiring special handling. (See [Paragraph C.](#))
 - i. Shipments made in Defense Freight Railway Interchange Fleet (DFRIF) equipment. (See [Paragraph Q.](#))
 - j. Shipments of any commodity of 25 CLs, of 25 TLs, or weighing 500,000 lbs or more. (See Chapter 201, Paragraph [M.13.d.\(1\)\(a\)](#))
NOTE: TOs may request assistance from SDDC for shipments of any commodity of any number of truck/car loads by submitting a request to SDDC Special Requirements for solicitation at usarmy.scott.sddc.mbx.omb-for-negotiations-team@mail.mil
 - k. Shipments for which there are no SDDC- or AMC-approved tenders.
 - l. Shipments under a Transportation Protective Service (TPS).
3. TOP SECRET and other sensitive material that require an escort via USTRANSCOM Defense Courier Division (DCD) shipments are routed by the DCD IAW DoDI 5200.33, Defense Courier Operations (DCO), <http://www.dtic.mil/whs/directives/corres/ins1.html>.
 4. Export shipments are routed IAW this chapter.
 5. Air shipments funded by the Services must be made IAW Service instructions and published guidance.
 6. When transportation is performed under a FAR-based contract, all freight must be offered first to all the awarded contractors/carriers within the contract or within a lane of traffic before moving the traffic via an alternate method or via alternate carrier(s). A voluntary tender may be used only during emergency or contingency conditions or when the traffic volume exceeds the contractor/carrier capacity. Only the voluntary tenders of a current contract carrier participant will be used; the only exception will be if no voluntary tenders are on file for that contract carrier participant.

C. ROUTE ORDER

1. Domestic Route Order (DRO) Requests (DRORs) will be submitted to SDDC Operations. To facilitate minimum processing time, authorized automated computer systems will be used to initiate the routing process. The TO will submit a DROR for a routing within the CONUS or between a CONUS point and a Canadian point. For the CONUS, a DD Form 1085, [Figure 202-1](#), will only be used on an exception basis. These requests may be submitted by fax, e-mail, or authorized automated computer systems. If a DD Form 1085 is submitted via fax or e-mail, SDDC manually inputs the information into an automated system and manually provides routing instructions to the requestor. The requestor must allow 3 business days for manual processing. When a DRO is no longer required, the TO notifies SDDC Operations. International Route Order (IRO) requests within or between theaters will be submitted to SDDC Operations or the theater CDR movement control activity.

2. SRO requests will be submitted to SDDC Operations or the theater CDR for repetitive shipments over a specific time period and are valid for up to 1 year. When a SRO is no longer required, the TO notifies SDDC Operations or the theater CDR.
3. Requests for DRO/IRO/SRO amendments will be submitted to SDDC Operations or the theater CDR using DD Form 2017, Route Order Amendment, Figure 202-2; an authorized automated format; or a form designated by the theater CDR.
4. SDDC Operations or the theater CDR will provide a DRO Request Response, Figure 202-3, with carrier selections and routing instructions within 4 hours (regardless of the Transportation Priority [TP]) for all requests submitted via an automated electronic shipper system (e.g., the Cargo Movement Operations System [CMOS]/GFM). For manually submitted requests (e.g., fax, e-mail), carrier selections and routing instructions will be provided within 3 business days of receipt. DROs are effective for 15 days. DRO Amendment Requests, Figure 202-4, will be answered within time frames noted for initial DRO request submission. Requests for IROs will be responded to within 10 days, and emergency IROs will be responded to within 24 hours. Requests for SROs will be coordinated directly with the origin shipper.
5. Three-digit Routing Instruction Notes (RINs) are included in a DRO or SRO. Go to <https://rdnws.maf.ustrancom.mil/> and then select “DTR Data and Route Instruction Note” for explanatory plain language notes corresponding to each three-digit RIN.
6. Route order number codes are shown in Table 202-1.
7. DRORs for shipments of Arms, Ammunition and Explosives (AA&E) where a security escort vehicle is required will be submitted through automated shipper systems no later than 48 hours prior to the shipment pickup. Shippers may contact the SDDC freight routing section Monday through Friday from 0800 until 2000 for assistance at 618-220-6359. During non-duty hours and emergencies, the shippers may contact the SDDC/Command Operations Center at 618-310-5559 for assistance. Any emergency shipment of AA&E where 48 hours of notice does not support mission requirements must be immediately coordinated with SDDC Operations at 618-220-4262. Domestic Route Order (DRO) Requests (DRORs) for shipments of Arms, Ammunition and Explosives (AA&E) where a security escort vehicle is required will be submitted through automated shipper systems no later than 48 hours prior to the shipment pickup. Shippers may contact the SDDC freight routing section Monday through Friday from 0800 until 1400 CST for assistance at 618-220-6359. During non-duty hours and any emergencies shipments of AA&E where 48 hours of notice does not support mission requirements must be immediately coordinated with DTTS (Defense Transportation Tracking System) at 618-310-5060 for assistance.

D. EXCEPTION

Exceptions to the assignment of routing authority and other routing procedures are granted by SDDC or the theater CDR during national, regional, or local emergencies. (See Chapter 201.)

E. CUSTOMS

1. TOs must comply with the customs laws and agreements of the countries in which cargo is being either imported or exported. For CBP procedures, see 15 CFR, Commerce and Foreign Trade, for export requirements; 19 CFR, Customs Duties, for import requirements; and this regulation, Part V, Department of Defense Customs and Border Clearance Policies and Procedures, Chapter 508, U.S. Export Requirements, for DoD requirements. CBP information is available by going to the USTRANCOM website at <http://www.transcom.mil/> and selecting “Defense Transportation Regulations, Part V”.

2. Shippers are responsible for Electronic Export Information (EEI) submission IAW 15 CFR, Part 30, Foreign Trade Regulations, and in the ITAR, 22 CFR Part 120-130. An EEI is required for all FMS shipments and for shipment of United States Munitions List (USML) DoD-owned property shipments. See DTR Part V, Chapter 508, Paragraph D, for specific guidance on EEI submission and export documentation requirements for DoD-owned property. See also the DoD Foreign Clearance Guide.
3. Shipments originating in the United States that are not on the USML may use a commercial bill of lading (CBL) or carrier air waybill. IAW 15 CFR 30.39, Special Exemptions for Shipments to the U.S. Armed Services, EEI is not required for the following types of shipments to the U.S. Armed Services: “all commodities, whether shipped commercially or through government channels, consigned to the U.S. Armed Services for their exclusive use, including shipments to armed services exchange systems.” A Destination Control Statement is required for all products being exported from the United States. For Non-USML shipments, the Export Administration Regulation statement is used as follows, “These commodities, technology, or software were exported from the United States in accordance with the Export Administration Regulations. Diversion contrary to U.S. law is prohibited.” Per 15 CFR 758.6, Destination Control Statement and Other Information Furnished to Consignees. This statement must appear on the invoice and on the BL, air waybill, or other export control document accompanying the shipment.
4. Shipments to non-DoD activities from the United States require a CBL and an **Automated Commercial Environment (ACE)** ~~AES Direct~~ Shipment Record, [Figure 202-8](#), when transiting the border. Part V, Chapter 508, contains information on U.S. export procedures, including EEI preparation. See Combatant Command Chapters (510 through 515) in DTR, Part V, for Customs/Border Clearance requirements for the entry/exit of material for specific countries listed for those areas of responsibility (AORs).
5. Importer Security Filings (ISF 10+2). ISF 10+2 is a Department of Homeland Security (DHS) initiative to prevent the importation of terrorist weapons via commercial vessels bringing containerized cargo into the United States. Per 19 CFR Part 149, Importer Security Filing, the importer (shipper) and Transportation Service Provider (TSP) are required to provide CBP additional shipment information pertaining to the cargo prior to lading at foreign ports of embarkation. Refer to DTR Part V, Chapter 502, para N for information on ISF submissions.

F. INTRATHEATER FERRY SERVICE

Cargo originating at an inland location and moved by truck or rail (for which ferry service may be required incidental to the total overland movement) will be routed by TOs using approved tenders, agreements, or conventions on IROs.

G. PROOF OF SHIPMENT, PROOF OF DELIVERY (POD), AND DOD ITV REQUIREMENT

1. Tenders may contain provisions for carriers to furnish proof of shipment and POD records.
2. Proof of shipment is a paper or electronic carrier record provided by the carrier at the time of shipment and signed by the origin TO or representative. The signed copy of the proof of shipment provides the shipper with evidence a specific shipment was tendered to a carrier for transportation.
3. POD is a paper or electronic record maintained by the carrier that establishes when a specific shipment was offered for delivery at the destination and when it was accepted for delivery as authenticated by the signature of the consignee TO or representative.
4. Proof of receipt for delivery at the stopoff unloading point will utilize DD Form 1371, Consignee’s Receipt for Delivery at Stopoff/Unloading Point, [Figure 202-6](#).

5. All DoD shipments must comply with DoD ITV requirements by having carriers submit movement data to IGC via EDI using ANSI X12 codes IAW DoD Timeliness Evaluation Criteria, [Table 202-2](#), or best business reporting procedures.

H. UNDELIVERABLE SHIPMENTS

When a TO is advised a shipment is undeliverable because of natural disaster, labor dispute, or other such conditions, the TO will coordinate with the shipping or receiving authority for disposition. (See Chapter 210 for Transportation Discrepancy Report [TDR] procedures.)

I. DRAYAGE, PICK-UP, AND DELIVERY SERVICES

In the CONUS, commercial transportation will be used for drayage, pick-up, and delivery services when practical. Government-owned transportation will be used as efficiently as possible, only during peacetime, to provide essential training for operational personnel and to meet logistics needs consistent with fostering development of military useful commercial capabilities. Government-owned transportation will not be used to replace FAR-based contracted transportation IAW [Paragraph B.6](#). In OCONUS theaters, the policy is to maximize the use of Government-owned assets and to use commercial transportation when requirements exceed the capability of Government-owned assets.

J. DEMURRAGE, DETENTION, AND STORAGE

1. The TO will be familiar with SDDC freight traffic rules for demurrage, detention, and storage and take action to keep these charges at a minimum. The TO will inform activity CDRs of conditions that may cause excess charges. Upon request, SDDC or the theater CDR will provide assistance in determining the correct charges.
2. For locally paid services (e.g., crane services) the carrier will bill the party responsible for incurring the charge. Local funds will be used for payment of the charges. See Chapter 212, Paragraph C.3.c.(2) for additional information on TPPS ebill payments.
3. In regard to FMS-related charges for detention and demurrage at destination:
 - a. FMS-related transportation accessorial expenses for detention and demurrage that accrued because of actions by an FMS purchaser or purchaser's agent (FMS freight forwarder) at a CONUS-located destination are charged at actual cost to the applicable FMS case (Letter of Offer and Letter of Acceptance [LOA]) and line (see [Table 202-5](#)). DLA/Services will direct billings to the appropriate military department Security Cooperation Program (SCP) for distribution to the case manager responsible for the FMS purchaser involved. The Implementing Agency (IA) case manager will ensure the payment is collected from the correct FMS case and line.
 - b. DLA/Services will follow up with an e-mail or a fax request to the IA POC from DTR Part II, Attachment V.7., Table V.7-2 TAC Points of Contact, to identify the correct case manager for Paragraph J.3.a above.
 - c. If a delayed shipment relates to more than one FMS shipment, the costs will be pro-rated among the shipments (and their respective FMS cases/lines) according to the total purchase costs. IA case managers must obtain the approval of the Defense Security Cooperation Agency (DSCA) (Business Operations Directorate) before processing billings in excess of \$50,000 or 10 percent of the FMS case value. If a billing for the additional transportation charges results in an increase in cost for the case line, the case manager will modify or amend the case to include the additional charge. The case manager will charge the FMS case line associated with the shipment for unanticipated carrier services associated with shipment delays caused by the CONUS consignee. If multiple FMS cases/lines are involved, the

charges must be pro-rated to the applicable lines according to the purchase costs of the individual shipments. See Defense Security Cooperation Agency Memorandum 08-04, Additional Transportation Charges for Foreign Military Sales (FMS) Shipments, 22 January 2008, <http://www.samm.dsca.mil/policy-memoranda/dsca-08-04>

K. HOLDING, DIVERSION, AND RECONSIGNMENT

1. For domestic and intratheater shipments, the TO will issue diversion or reconsignment instructions directly to a carrier using a BL Correction Notice (see Chapter 206, Paragraph H)
2. For international and/or intertheater shipments, the TO will obtain approval from the clearance authority prior to issuing diversion or reconsignment instructions to the carrier.
3. Holding and Diversion:
 - a. Holding and diverting are actions in which a shipper may be involved because of irregular or interrupted movement of cargo in the DTS.
 - (1) The shipper may be required to hold a shipment for a variety of reasons, including a consolidation delay, a wait for an Export Traffic Release (ETR), or an embargo. These and other reasons for a transportation hold are listed at <https://trdmws.maf.ustranscom.mil/>. Select “DTR Reference Data and Transportation Hold Code” and then select “Display Data” from the Action Legends box. The list also contains the transportation holding codes for DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP), shipments that the shipper enters in Record Position (rp) 51 of the MILSTRIP shipment status record/entry. By including this holding code or its explanation on shipment planning records, the shipper is able to research the cause of any shipment delays. Except for transportation delays as mentioned previously, the shipper will not hold material requisitioned under MILSTRIP unless directed to do so by the supply source. For non-MILSTRIP shipments, the shipping activity responsible for moving the material may hold the material when necessary. As an exception to blanket holds placed on shipments during mass cancellation situations, shipments with “555” in the Required Delivery Date (RDD) field (rp 62–64, DD Form 1348-1A) are not held, but are processed by the shipper IAW the TP.
 - (2) A transportation diversion may be a change of mode (e.g., from air to water), a change of destination, and/or a change of route. Except for mode change, the shipper will not divert material requisitioned under MILSTRIP unless directed to do so by the supply source.
 - b. A diversion between modes is a routine occurrence during the clearance process, and the shipper will follow the instructions issued by the clearance authority. This type of diversion may happen as a result of:
 - (1) A change in the urgency of need. Such a change may result in a planned air shipment being moved by surface or a surface shipment by air. A change in urgency of need may occur while the shipment is anywhere in the transportation system, with the related diversion coordinated by the clearance authority.
 - (2) The challenge process during air clearance. A transportation priority of TP-1, TP-2, or TP-3 is assigned IAW Table 203-3 criteria. TP-1 and TP-2 normally move by premium (air) transportation. When the actual need does not justify the additional expense normally associated with air transportation, the requisitioner may authorize the shipper or the ACA to direct diversion of the shipment movement by a surface mode. Such a

diversion occurs at the shipping point before actual movement. The air clearance process is described in [Paragraph Y.3.c.](#)

- c. A diversion to a different consignee or destination may result from conditions such as:
 - (1) Strikes, national disturbances, or natural disasters
 - (2) Supply cancellations
 - (3) Terminations of projects
 - (4) Changes in logistics buildup
 - (5) Modifications of Permanent Change of Station (PCS) orders authorizing personal property shipments
 - (6) Changes in the receiving units, to include mobile units.
- d. A diversion in the route of a shipment normally occurs after it leaves the shipper. Such a change in route is only within a particular mode (e.g., air or sea) and is usually directed and coordinated by the clearance authority.

L. TRACING AND TRACKING

1. If the shipment is not delivered by the RDD or within TDD standards, the shipper or consignee will initiate tracer action. When tracing service is required, the TO may place a request at the shipping activity directly with the carrier involved.
2. Advance shipment data for inbound shipments will be checked routinely for the status of undelivered shipments. Tracer action will be initiated, if needed.
3. Routine cargo movement tracking and tracing may be accomplished using IGC. IGC provides command and control (C2) and ITV information that integrates automated information support to the DoD. IGC is the designated DoD system for ITV. IGC access may be obtained through the IGC Web page at <https://www.igc.ustranscom.mil/igc/>. The Timeliness Evaluation Criteria, [Table 202-2](#), are provided to evaluate current systems capabilities and identify improvements after the analysis of impact, cost, and value-added.
4. Multiple tracking and tracing systems exist that provide additional information granularity and tracking system status information that could prove useful in analyzing performance metrics of the distribution process. One such system is the Radio Frequency In-Transit Visibility (RF-ITV) System server that may be accessed at <https://national.rfitv.army.mil/login/>. The server provides system status and tracking information for active Radio Frequency Identification (RFID) tags and tracking information from OCONUS-commercial satellite-based ITV tracking systems. Active RFID tag procedures and requirements are identified in Chapters 203, Chapter 208, and Appendices K, O, and W. The active RFID tag and satellite-based ITV tracking tag data requirements are identified in Appendix K.
5. Shipment tracing formats allows the requesting or receiving activity to use modified supply system data to locate a shipment in the transportation system. While tracing assistance is normally obtained from the clearance authorities, the shipper may occasionally be asked for shipping data. The shipper must respond to such requests by providing all available information.

M. EXPEDITED SERVICE

1. Small Package Air: The TDS contracts must be used for domestic, commercial small-package express service time-definite, door-to-door delivery to a TDS location and falls within the limitations specified in the TDS contracts.
2. Ground: Expedited service for TL and Less than Truckload (LTL), for shipments greater than 150 lbs, may be used when a shipment is urgently needed at the destination. When expedited TL or LTL service is required, the shipping TO will order it from the carrier or contractor and comply with the contract or tender of service.

N. TRANSIT TIMES

1. TDD time standards apply. (TDD standards are published on the OSD (SCI) website at http://www.acq.osd.mil/log/SCI/policy_vault.html/FY15TDD_Cover_Memo.pdf Additional TDD information can be found in DoD Manual 4140.01, Volume 5 at http://www.dtic.mil/whs/directives/corres/pdf/414001m/414001m_vol05.pdf available in DoDM 4140.01, DoD Supply Chain Materiel Management Procedures: Operational Requirements, Appendix 8, which can be found at <http://www.dtic.mil/whs/directives/corres/pdf/414001e.pdf>.)
2. As an option, TOs may use the DoD Standard Transit Time Guide – Single and Dual Driver Shipments (Excluding Security Risk Category [SRC] I and II Shipments), [Table 202-3](#), and the DoD Standard Transit Time Guide – Dual Drivers (SRC I and II Shipments), [Table 202-4](#), to determine acceptable transit times for motor. The TO will report unmet transit times IAW Chapter 207. Transit times for small package express carriers are those shown in the carrier’s service guide for the level of service provided.
3. The shipper/TO must identify a RDD for AA&E shipments moving under SNS consistent with the transit times in [Table 202-3](#) and [Table 202-4](#). Transit times not met will be reported IAW Chapter 207.
4. DoD standard transit times are based on either 500 or 700 miles a day, depending on the type of shipment. Computation of transit times is as follows:
 - a. Transit times start the day after pick-up and end on the day the shipment has been offered for delivery or delivered. Delivery does not include arrival at the destination secure holding prior to shipment being offered to the consignee or delivery point.
 - b. Weekends and federal holidays will not be counted as part of the transit time. A delivery date that falls on a non-business day (weekend/federal holiday) will automatically be the next business day.
5. Exceptions to DoD Standard Transit Time Guides are as follows:
 - a. Remote sites, such as Naval Air Station, Key West, Florida, and any location/site accessible only by a ferry. Transit times will be determined as listed on the BL RDD.
 - b. Operational necessity, as defined in this chapter.
 - c. A RDD on the BL that is less than the standard transit time (expedited service in the BL will apply).
 - d. Oversize, overweight, or hazardous material (HAZMAT) shipments that have movement constraints (e.g., daylight movement only).
 - e. Shipments under FAR-based contracts.

- f. TL service ordered (excluding SRC I and SRC II) with one or more stop-offs on a BL. Each authorized stop-off on the BL will serve as a destination and subsequent origin when calculating transit times.

O. PERMITS FOR MOTOR SHIPMENTS

1. The DoD policy is to comply with state and local laws, regulations, ordinances, and toll authority regulations relating to vehicle size and weight limitations. No vehicular movement exceeding legal size and weight limitations or any other special movement requiring highway permits will be made over public highways unless prior permission is obtained from the state or local authority. For details associated with moving oversize/overweight equipment and convoy operations, see this regulation, Part III, Mobility, Appendix F, Permits for Military Movements on United States Public Highways and Army Convoy Operations and Procedures.
2. Rail or water carriage is the preferred method when moving extremely oversize/overweight equipment.
3. Carriers are required to obtain all the necessary permits. Shipping activities must not release DoD oversize/overweight cargo shipments until the carrier has notified or presented the shipping activity with a written statement that the carrier has, or will be able to obtain, the required state road-use permits. At a minimum, the carrier must present to the shipping activity the permit for the origin state prior to shipment release. Carrier requests to utilize a “rolling permit” process will not be permitted. Under the unusual situation where a shipment by motor carrier has been certified as essential to national defense, the TO will request assistance from SDDC Operations via e-mail at usarmy.scott.sddc.mbx.conus-csc-team@mail.mil or MTFECONUSCSC@us.army.mil or the theater CDR.
4. Units using Military-Owned Vehicles (MOVs) are required to obtain all permits necessary for convoy or motor shipments. (See this regulation, Part III.)

P. USE OF CARRIER EQUIPMENT

1. The TO will:
 - a. Ensure the equipment is suitable for its intended purpose and reject it if it is unsuitable.
 - b. Annotate the BL when the equipment furnished differs from that ordered.
 - c. Ensure shipments are properly loaded, blocked, braced, and secured to prevent damage. An actual count will be made and a record will be kept of all the items loaded into the carrier equipment. This record will show the shipment identification, carrier equipment number, time, date, and checker’s signature.
 - d. Place seals on carrier equipment when exclusive use or protective service is required and annotate the seal numbers on the BL. If the seals are removed, the carriers will notify the consignor and consignee and annotate the BL with new seal numbers.
 - e. Ensure the carrier is provided with copies of the shipment documentation.
2. Loading and unloading:
 - a. When tariffs or tenders require the carriers to make cargo accessible to the tailgate to off-load vehicle, the carriers are liable for personal injury or property damage. The Government will be liable when the decision is made that it will perform these services for reasons of expediency or convenience.
 - b. Loading/unloading by the carrier is an accessorial service to be paid using TPPS business rules.

3. Rail equipment:
 - a. The TO will ensure the placement of placards marked “Documents This Door” and “Documents Other Door” to indicate the location of shipping documents in a closed rail car.
 - b. In the CONUS, when DoD personnel through negligent or accidental acts cause damage to a rail car, the rail carrier will issue a defect card that establishes liability for damaged railroad-owned equipment. After consultation with the legal office, the TO may acknowledge the defect card.

Q. DFRIF

1. This fleet is used in preference to commercial rail equipment to satisfy DoD Component mission requirements, except when the use of commercial equipment produces a lower overall cost.
2. SDDC Operations controls the assignment, use, and maintenance of DFRIF equipment. It exercises control over the assignment and use of the cars through a contractor. Approving a car for repairs is exercised by SDDC Operations.
3. The SDDC fleet manager may be contacted by e-mail at usarmy.scott.sddc.ops.dodx@mail.mil ~~DoDX@us-army.mil~~, by calling at 618-220-6870 or DSN 770-6870, or by writing to:

~~SDDC Strategic Business
ATTN: AMSSD-SBD-RF
1 Soldier Way
Building 1900 West
Scott AFB, IL 62225-5006~~

Address: SDDC Strategic Business
ATTN: AMSSD-OPS-A
1 Soldier Way
Building 1900 West
Scott AFB, IL 62224-5006

4. TOs who are regular users of DFRIF equipment must obtain a user name and password for accessing the DFRIF contractor’s website. The site will be used for ordering DFRIF cars, for reporting the shipment and receipt of cars, and for obtaining routing instructions for empty cars that are no longer required at an installation. User names and passwords can be obtained by sending an e-mail requesting the same to usarmy.scott.sddc.ops.dodx@mail.mil ~~DoDX@us-army.mil~~. Infrequent users may communicate with the contractor through SDDC by using the usarmy.scott.sddc.ops.dodx@mail.mil ~~DoDX@us-army.mil~~ e-mail address.
5. When DFRIF equipment is desired for loading, TOs will submit requests to the SDDC contractor via the contractor’s website. Cars requested less than 10 days before the desired loading may not be received in time. The request must specify the following:
 - a. The type of equipment desired
 - b. The commodity to be shipped
 - c. The origin loading point
 - d. The destination unloading point
 - e. The date the equipment is required for loading
 - f. The period for which the equipment is required

3. Authorized carrier representatives will be allowed to inspect the original records and verify the weights and descriptions of the commodities certified on the BL.

S. LIVE ANIMAL SHIPMENTS

TOs will:

1. Obtain inspections, health certificates, reports, and any other tests required by Service regulations and the carrier
2. Provide health certificates as imposed by the United States Department of Agriculture (USDA) to the carrier driver or agent
3. Supervise loading and handling according to Service regulations
4. Furnish detailed instructions to attendants
5. Ensure all shipments conform to carrier rules and regulations.

T. PREPARATION, DESCRIPTION, AND CONSOLIDATION OF CARGO

TOs will:

1. Properly pack, label, describe, and document shipments IAW Chapters 203, 206, and 208 and other regulations
2. Consolidate shipments to the maximum extent
3. Use stopoff privileges
4. For shipments from the 50 United States, to include Canada, Mexico, and the U.S. Territories of Puerto Rico and Guam, ensure shipment descriptions are IAW tenders, freight tenders of service, freight classification applications (National Motor Freight Classification [NMFC] or Standard Transportation Commodity Code [STCC]) or DoD commodity codes
5. Ensure an active RFID tag (license plate or data-rich) is attached at the point of shipment origin IAW Chapter 208 and DoDM 4140.01
6. Ensure cargo is marked with a passive RFID tag(s) as specified in Chapter 208 and MIL-STD-129, which can be accessed at <http://quicksearch.dla.mil/>.
7. If providing wood packaging material ensure any packing material that consists/is made of wood (to include, but not limited to, dunnage, pallets, boxes, cleats, crates, and frames) meets the phytosanitary requirements set forth in DoD 4140.01-M-1, Compliance for Defense Packaging: Phytosanitary Requirements for Wood Packaging Material (WPM).

U. EXCESS VALUATION

When a TO determines it is desirable to declare a valuation in excess of that which produces the lowest rate because of the peculiar nature or unusual value of a shipment, the TO must obtain specific authority from Service HQs (unless authority is delegated). Excess or increased valuation is an accessorial service that must be annotated on the BL and the carrier must be notified of the need for the service. For shipments greater than 150 lbs, for the cargo liability of carrier, the TO will reference MFTURP-1 (which can be located on the SDDC website at <http://www.sddc.army.mil/GCD/> by selecting “Current Publications”, then “Domestic”, and then the MFTURP-1 link) for release value rates.

V. LIFTING AND TIEDOWN PROCEDURES

1. General. The TO will ensure the carrier's representative accepts the loading and blocking and bracing procedures. Proper tiedown, lifting, and loading procedures are critical to ensuring the cargo will be delivered on time and without damage. The TO will comply with DoDI 4540.07, Operation of the DoD Engineering for Transportability and Deplorability. Vehicles must be lifted to avoid structural damage. Also, tremendous forces and stresses occur during shipment requiring that the cargo be secured adequately to prevent loads shifting during transit.
2. Guidance. The following SDDC TEA publications provide guidance on tiedown, lifting, and loading procedures for surface movement:
 - a. SDDC TEA Pamphlet 55-19, Tiedown Handbook for Rail Movements.
 - b. SDDC TEA Pamphlet 55-20, Tiedown Handbook for Truck Movements.
 - c. SDDC TEA Pamphlet 55-21, Lifting and Tiedown Handbook for Helicopter Movements.
 - d. SDDC TEA Pamphlet 55-22, Marine Lifting and Lashing Handbook.
 - e. SDDC TEA Pamphlet 55-23, Tiedown Handbook for Containerized Movements.
 - f. SDDC TEA Pamphlet 55-24, Vehicle Preparation Handbook for Fixed Wing Air Movements.
3. Copies of these publications can be obtained by writing to CDR, SDDC TEA, 1 Soldier Way, Building 1900 West, Scott AFB, IL 62225-5006, by calling DSN 770-5118 or 618-220-5118 or 800-722-0727 or at <https://eta.sddc.army.mil/ETASSOPortal/default.aspx>.
4. Procedures for items requiring airlift not listed in SDDC TEA Pamphlet 55-24, Vehicle Preparation Handbook for Fixed Wing Air Movements, may be obtained from http://www.tea.army.mil/pubs/pubs_order.htm or contact atla@us.af.mil.

W. DRIVEAWAY AND TOWAWAY SERVICE

TOs will:

1. Ensure the required preliminary vehicle maintenance and/or servicing has been performed before surrender of the vehicle to the carrier, and give the carrier an opportunity to determine that the vehicle is in satisfactory, drivable condition.
2. Advise the carrier of any vehicle that requires special handling and/or operation, and annotate the BL accordingly. Normally, each vehicle subject to this requirement will be shipped on a separate BL.
3. Ensure the governors are properly installed and sealed on those vehicles equipped with governors.
4. Furnish the carrier operator with a set of DD Form 651, Carrier's Report of Damage or Breakdown, [Figure 202-7](#), with the NOTE in Item 8 completed for each vehicle to be transported in driveaway service.

X. GUIDANCE ON INTERMODAL SURFACE CONTAINERS AND USE OF A CONSOLIDATION AND CONTAINERIZATION POINT (CCP)

1. Intermodal Surface Containers:
 - a. For the movement of cargo in containers (a commercial/Government-owned/leased shipping ISO container is the preferred method for shipping DoD-sponsored export cargo), the Government can derive maximum benefits when cargo is shipped in containers at or near the supply source and delivered directly to the ultimate user. Procurement bid evaluations, stockage, criteria, requisition order quantities, and shipment planning will take into account

- the source stuffing of containers whenever container service is available and overall distribution costs are favorable. When cargo is not sufficient at the source for container stuffing, it will be forwarded to a CCP or shipped to a military sea terminal, as directed by the clearance authority, as prescribed by Appendix R.
- b. The primary objective is to obtain maximum efficiencies from the use of container service at the lowest overall cost to the Government, while meeting cargo delivery requirements. Shipping activities will stuff each container to the maximum extent possible, taking into account such factors as the cargo hold time, if it is single or multiple consignee delivery, the configuration and density of the cargo, and the availability of specific size containers.
 - c. Information on the use, management, and control of containers may be found in DTR 4500.9-R, Part VI, Management and Control of Intermodal Containers and System 463L Equipment.
2. Use of a CCP:
- a. The movement of export cargo to a CCP does not require an Export Traffic Release Request (ETRR), but the cargo will be routed IAW this chapter.
 - b. Cargo routed through the CCP for containerization will meet the criteria prescribed for each CCP in Chapter 203, Paragraph C.3.

Y. OCEAN, AIR, AND MULTI-MODAL SHIPMENT PROCEDURES

1. General. The procedures in this section establish overall guidance for a TO or other responsible authority to prepare and submit movement requirements of export cargo to the designated clearance authority and certain other service/agency unique shipment requirements (CONUS and/or OCONUS).
2. Ocean Shipments. The SDDC provides intermodal sealift service to DoD activities worldwide. This service is provided between CONUS and overseas theaters, between overseas theaters, and within overseas theaters. This service is characterized by the use of ocean vessels for over-ocean movement and includes the use of trucks, railroads, barges, convoys, and/or pipelines for over-land movement.
 - a. Procedural Requirements. SDDC provides regular sealift service by contracting with ocean carriers to provide over-ocean service and some over-land movement services. SDDC negotiates a Universal Services Contract (USC) for most sealift services and regional contracts for sealift services in certain geographic areas (e.g., Guam and Hawaii).
 - (1) SDDC will negotiate contractual changes, including new contracts and/or modifications to existing contracts, with commercial carriers. The USC will be the default contractual vehicle for providing services. SDDC will establish routes and lanes of traffic based on warfighter requirements and carrier services.
 - (2) SDDC will coordinate the shipment booking process with the warfighter unit, shipper, commercial carrier, and other parties. (Booking is a process to order transportation services in support of a shipper's movement requirement.) Coordination will include advising the parties of the processes, POCs, and other requirements of the booking process.
 - (3) During contingencies, SDDC may obtain sealift services by other means. If regular commercial service is insufficient, SDDC will charter additional capacity or request mobilization of reserve naval vessels controlled by the Military Sealift Command (MSC).

- b. Establishing Requirements. The process of establishing requirements includes the establishment of initial requirements; changing, increasing, or decreasing existing requirements; and canceling existing requirements.
 - (1) The warfighter unit will coordinate its operational requirements, including the distribution capacity needed to support proposed operations, with its HQ, IAW Service and unified COCOM procedures. The warfighter unit will then coordinate its distribution capacity requirements with USTRANSCOM or SDDC Operations and with the SDDC Transportation Group. The warfighter unit will coordinate initial or new requirements with USTRANSCOM, which will determine the channel. USTRANSCOM will then delegate channel fulfillment to SDDC Operations. The warfighter unit will coordinate continuing or routine sealift requirements directly with SDDC Operations. In the event a requirement is sent to the wrong organization, USTRANSCOM and SDDC Operations will direct the requirement to the fulfillment center. Coordination communications will be free-form text via e-mail, telephone, or electric message and will typically be an iterative process.
 - (2) SDDC will meet special requirements, including high-priority requirements, unique movements, and short-fused requirements, on a case-by-case basis. High-priority requirements include wartime needs. The warfighter will coordinate its requirements in the same manner as routine requirements but will indicate to SDDC the higher-priority and other unusual features of the requirement. Unique movements will be designated as One Time Only (OTO) movements.
- c. The booking authority for the ocean shipments process is assigned to SDDC Operations. These ocean shipments require an ETR from the designated SDDC clearance authority. Shippers will submit export cargo requirements to the designated OCCA or Ocean Cargo Booking Office (OCBO) using the ETRR formats in Appendix D. Export shipments will not be loaded or tendered to a line-haul carrier until an ETR is obtained. OCONUS country requirements are contained in Status of Forces Agreements (SOFAs) established by the theater CDR and the host nation (HN) or established theater Command directive.
 - (1) The Release Unit (RU) ocean shipments requiring the submission of ETRRs are:
 - (a) Cargo in lots of 10,000 lbs or more.
 - (b) Cargo in lots of 800 cubic feet or more.
 - (c) Vehicles moved by driveaway service.
 - (d) Containerized cargo (full ISO containers, including specialized equipment, such as flat racks, moving under the terms and conditions of an SDDC contract/agreement or ocean carrier tariff).
 - (e) Non-containerizable cargo (i.e., oversize, breakbulk, RORO items; overweight items; or other items for which containerization is not possible or practical). Chapter 203, Paragraph B.13.b, provides guidelines for routing low volumes of export shipments of non-containerized cargo to CONUS ports without prior clearance.
 - (f) SRC cargo. SRC cargo (shipments in any quantity) is comprised of the following:
 - 1 Small arms.
 - 2 Small shipments of AA&E, 15 or fewer arms Category II through IV and M-16 rifles, including M82A1A.50 Caliber Special Application Scoped Rifles (to exclude the M2.50 Caliber [12.7mm] Machine Gun and above).

- 3 Ammunition, 150 lbs or less of sensitive SRC IV.
 - 4 SRC I through III AA&E or equivalent security risk code shipments cannot move under TDS or MAS GSA contracts. Freight forwarders, brokers, 3PL, and indirect carriers cannot be used to move these type shipments.
 - 5 Munitions, explosives, poisons 6.1 or 2.3, radioactive materials, or other HAZMAT as defined in 49 CFR, except those radioactive materials that are declared exempt under 49 CFR, the International Air Transport Association (IATA), and the International Maritime Organization/Dangerous Goods Code (IMDGC). See Chapter 204 for HAZMAT.
 - 6 Material classified SECRET or CONFIDENTIAL. Refer to Chapter 205 for further guidance.
 - 7 Narcotics and drug paraphernalia.
 - 8 Perishable biological material.
 - 9 Temperature-controlled cargo.
- (2) Issuance of an ETR.
- (a) The ETR will be provided to the TO within 3 working days from the time of receipt at the OCCA. If, for any reason, the clearance authority cannot issue a cargo clearance within 3 working days, then the clearance authority will advise the offeror of the reasons for the delay and an estimated time when it will be cleared. Any shipments available 10 or more days in advance will be cleared not later than the shipper-established lead time necessary to ensure processing and transit to the port.
 - (b) The clearance authority will transmit an ETR to the requesting activity, normally by the same means of communication used for the submission of the ETRR.
 - (c) Shipments covered by separate ETRs will not be combined without prior approval from the clearance authority. When approval is received, the TO will enter all ETR reference numbers on the BL.
 - (d) The TO will report cancellations of ETRs promptly to the clearance authority.
 - (e) Increases/decreases in cargo volume that do not affect the number/type/size containers booked with ocean carriers do not need approval from the clearance authority. No other deviation from the ETR clearance instructions is permitted without prior coordination and approval by the clearance authority.
- d. Direct booked ocean cargo. Under the direct booking process, SDDC centrally manages the contract acquisition/administrations function while allowing the transportation service requester (shipper) to book directly with the sealift ocean carrier.
- (1) The direct booking process will remain within the Commercial Liner Business area for containerized shipments moving under SDDC contracts (USCs, Regional Domestic Contracts, Dedicated Contracts, and selected tariff-based shipments).
 - (2) SDDC designates Ordering Officers for transportation service requesters and only they are allowed to book cargo under the specific contract with the designated carrier.
 - (a) The shipper relays the request for service to the carrier by using the carrier's Web-based booking system and enters the booking information.
 - (b) The carrier confirms the booking via their Web-based booking system. The carrier's booking number replaces the Port Call File Number.

- (c) The carrier begins actual service by providing equipment to the shipper or having the shipper select equipment from the approved container pool.
 - (3) SDDC Operations is the OCCA and is responsible for DoD-sponsored shipments and passengers worldwide for ocean movement within the DTS. OCBOs are designated by SDDC Operations. In the CONUS, SDDC Operations is the single Water Clearance Authority (WCA) and controls the movement of export/import cargo through sea terminals. OCONUS, the theater CDR designates WCAs in coordination with SDDC Operations. Shippers may use Appendix R to select the clearance authority. It lists clearance authorities and OCBOs located throughout the world. They are separated by mode (i.e., air and sea) as well as location.
 - (4) Shippers will prepare ATCMD and Transportation Control and Movement Document (TCMD) data as prescribed in Chapter 203, Paragraph B.20, and transmit it for all export surface cargo as outlined in Chapter 203, Table 203-6.
 - (5) Shipments moving under commercial tariffs and tenders of service require a BL prepared IAW with Chapter 206.
3. Air Shipments.
- a. Airlift Selection. USTRANSCOM arranged/operated/negotiated airlift will be utilized unless the requisitioner/Service/Agency documents a negative critical mission impact to justify non-use to the TO. For TDS eligible shipments, a critical mission impact statement is not required. In the event of critical mission needs, use the following order of precedence in airlift selection:
 - (1) Contracted airlift CRAF carriers
 - (2) Other CRAF carriers
 - (3) DoD-approved U.S. flag carriers
 - (4) DoD-approved foreign flag carriers
 - (5) Non-DoD-approved carriers.
 - b. OCONUS (International) Express Package Shipments: The TDS contracts must be used if a shipment requires OCONUS, commercial-express, time-definite, door-to-door delivery to a TDS location and falls within the limitations specified in the TDS contracts. The TDS contracts (see <https://www.my.af.mil/gcss-af/USAF/AFP40/d/s6925EC1353610FB5E044080020E329A9/Files/express/tds/index.html>) apply to all international DoD package, air-eligible shipments up to 300 lbs when the dimensions of each piece do not exceed 119 inches in length and 165 inches in length and girth, combined.
 - c. Shipping Procedures.
 - (1) Prior to forwarding a shipment to an aerial port, the TO will submit ATCMD data to the ACA identified in Appendix R. The Financial and Air Clearance Transportation System (FACTS) is the single DoD system for CONUS and OCONUS export shipment air clearance. For export shipments, submit ATCMDs to the FACTS, which is an automated means to request and receive air clearance, minimizing call-ins and faxes to the ACAs. (For access to FACTS, contact the FACTS Help Desk at DSN 430-6122 or toll free at [877] 962-3365). Clearance authorities must clear or challenge the movement request IAW Service-challenge criteria, Joint doctrine and regulations, and any existing specified requirements prioritization guidance as identified by the supported CDR. If challenged, the requisitioner must then justify the airlift requirement.

In addition, shippers will coordinate special requirements (e.g., munitions movements and outsized cargo requiring special Materials Handling Equipment [MHE], storage, or handling before delivery to the aerial port of embarkation [APOE]) IAW the TFG and [Paragraph Z](#) of this chapter. In the absence of the TFG guidance, coordinate receipt at least 72 hours before delivery. Coordination of short-notice requirements must be accomplished as soon as possible. Shipments of explosives require an APOE clearance number that the ACA obtains for the shipper prior to releasing the shipment to the carrier. The ACA must notify the APOE of shipments of courier material, perishables, and working dogs prior to releasing the shipment to the carrier. This requirement applies to shipments originating at both CONUS and OCONUS APOEs or air terminals. APOE clearance for munitions shipments for in-transit handling or storage-pending movement must be coordinated with the Joint Munitions Transportation Coordinating Activity (JMTCA) (see [Paragraph Z](#)) by submitting the movement planning and ATCMD data to both the JMTCA and ACA.

- (a) The APOE/aerial port of debarkation (APOD) may be obtained from the AMC Sequence Listing for Channel Traffic available at https://tacc.scott.af.mil/?action=request_account. To establish an account, click on “Request An Account”; complete all the data fields, especially the mandatory fields (red asterisk); in the Requesting Access To field, select “XOGD Access”; and click on “Request New Account”. The contact phone numbers are DSN 576-3614 or 618-256-3614, or the fax number is DSN 576-3633.
 - (b) Green sheet procedures may be used to increase movement precedence over all other categories of the requesting service. Refer to Chapter 203, Paragraph B.3.e. Contact the clearance authority for validation of green sheet requests.
 - (c) Requests for Special Assignment Airlift Missions (SAAMs) must be routed via the Service validator to USTRANSCOM/TCJ3-ODJ, 508 Scott Dr., Scott AFB, IL 62225-7001. SAAM requests must be submitted to USTRANSCOM with informational copies to the 18th Air Force (AF) Tanker Airlift Control Center (TACC)/XOOMS. See Appendix Q, for SAAM request format and instructions.
NOTE: Only validators can submit SAAM requests to USTRANSCOM.
 - (d) AMC provides use of Deferred Air Freight (TP-4) service on a limited basis. Refer to Chapter 203, Paragraph B.3.f, for the clearance authority or AMC aerial port for availability and procedures.
 - (e) Because of the physical characteristics and shipping requirements of Class IV (e.g., barrier and construction materiel), the default mode of shipment for inter-theater movement of Class IV sustainment will be by surface, with air shipment requiring approval based on the receiving CDR’s established ACA challenge and clearance parameters and prioritization requirements (see DTR 4500.9-R, Part III, Chapter 304, Paragraph A.2, for responsibilities, authorities, and coordination requirements relating to sustainment cargo shipments). Refer to Appendix A for Class IV sustainment shipment procedures.
- (2) For DoD international tenders, prepare documentation IAW with tenders, which can be obtained by contacting AMC or the carrier.
- (a) International heavyweight air freight tenders are for international shipments over 300 lbs but less than full plane load lots or other than aircraft charters. International air tenders of service are established to transport cargo to locations that are not serviced by the AMC channel system or to deliver cargo more

expeditiously than possible in the channel system. The list of approved international air tenders is posted on the USTRANSCOM website <https://ww2.ustranscom.mil/tenders/index.cfm> . Only USTRANSCOM-approved tenders of service are to be used IAW [Paragraph B.1](#) for the approved routing option.

(b) Special (OTO) is for international shipments with special requirements. Contact USTRANSCOM/J3 at DSN 770-5751, 618-220-5751, or <https://ww2.ustranscom.mil/tenders/index.cfm>.

(3) For commercial air, prepare a BL IAW Chapter 206 of this regulation.

d. [AMC Channel Service](#). AMC channel service is provided to DoD activities worldwide. This service is performed between the CONUS and OCONUS theaters, between OCONUS theaters, and within OCONUS theaters. The types of channel service available are:

- (1) Distribution or Contingency Channels
- (2) Passenger, Cargo, or Aeromedical Channels.

AMC channels are established, suspended, changed, or canceled based on the requirements and upon the request of the military departments and/or theater unified COCOMs. Although the potential requirement to add, delete, change, or suspend channels may originate from various sources, a Service HQ or theater-unified COCOM must validate and USTRANSCOM must approve the requirement. See Appendix P for additional requirements.

4. [Multi-Modal Shipments](#). Multiple modes (i.e., airlift, sealift, line-haul, rail, and barge) of transportation may be used to move cargo to/from multiple zones globally. The Commercial Multi-Modal (CMM) Sea/Air contract is an option the shipper can utilize in order to meet the customer's RDD. Shippers may request (CMM) service in the notes section of the ETRR before submitting their request to the SDDC Ocean Cargo Clearance Authority (OCCA) Booking Office. Any HAZMAT will need to comply with the applicable modal regulations in which the cargo will move.

a. [Procedures for using the CMM contract](#).

- (1) Shippers will submit CMM booking requests to their respective SDDC OCCA Booking Office listed in Appendix R. NOTE: Shippers will submit their ETRR in the Integrated Booking System's (IBS's) sustainment module or via email to SDDC.
 - (a) CMM booking requests must include all TCMD cargo data and supporting documentation (i.e., DD Form 2781, DD Form 2890, Shipper's Declaration for Dangerous Goods, etc.).
 - (b) SDDC will review TPFDD-validated cargo data in the Joint Operation Planning and Execution System (JOPES) to determine transportation feasibility. NOTE: Since JOPES does not contain all required TCMD cargo data or supporting documentation, shippers will work with SDDC to provide the cargo data to complete the ETRR (see Appendix D) and supporting documentation.
 - (c) The responsible SDDC OCCA Booking Office will process the requirement in to IBS One-Time-Only (OTO) module.
 - (d) SDDC G3 will coordinate with USTRANSCOM TCAQ to select the Transportation Service Provider (TSP).
 - (e) Once the shipment has been awarded to a TSP, the respective SDDC OCCA Booking Office will complete the booking in IBS. SDDC will provide the ETR

(booking details, TSP, container/equipment spot dates, sail dates, trans-shipment locations, etc.) to the shipper via electronic means (IBS, system interface, email, fax, etc.).

b. Procedures for using other Multi-Modal Solutions.

- (1) There are other multi-modal acquisition vehicles (i.e., IHT, USC, Hybrid, etc.) and USTRANSCOM organic/charter conveyances that may be combined to meet shipper's unique requirements and desired RDD.
 - (2) Shippers will work with USTRANSCOM TCJ3 and SDDC G3 to route and book multi-modal cargo via other than the CMM contact.
5. Government-Wide Purchase Card Shippers. Refer to AFI 64-117, Air Force Government-Wide Purchase Card (GPC) Program, and AFI 24-203, Preparation and Movement of Air Force Cargo, for policy and procedures on OCONUS GPC shipments. Cardholders and shippers may access the following website for specific instructions to use when purchase card shipments will move in the DTS: http://www.acq.osd.mil/dpap/pdi/pc/policy_documents.html.

Z. JMTCA

1. The CDR, HQ U.S. Army Joint Munitions Command (JMC), will establish and operate a JMTCA that will:
 - a. Develop procedures to receive airlift and sealift export requirements for munitions managed under the Single Manager for Conventional Ammunition (SMCA) and sourced from SMCA depots. The JTMCA will also develop procedures to receive sealift export requirements of SMCA and DoD Component-unique munitions or non-SMCA munitions.
 - b. Provide DoD Component National Inventory Control Points (NICPs) and TOs with in-transit data and maintain control of munitions.
 - c. Coordinate with DoD Component NICPs and TOs any required actions that may affect implementation of previously coordinated or future shipment schedules.
 - d. Receive annual forecasts of export (both CONUS and OCONUS) munitions requirements and request detailed movement data from each Service twice a year.
 - e. Monitor the output of all production and storage sites and report any changes that will affect shipment planning to the NICP.
 - f. Receive all Service "single-managed" munitions shipment requirements, to include ATCMD data for airlift movement and requests, for theater munitions clearance and for APOE/D munitions clearances. TOs will submit ATCMDs to FACTS and to the JMTCA via the Munitions Transportation Management System website: <https://apps.jmc.army.mil/mtms/LoginServlet>. The JMTCA will work with FACTS to obtain airlift and APOE clearance for the TO, including making special arrangements.
 - g. Consolidate munitions requirements into shipload quantities and prepare an ETRR for submission to SDDC.
 - h. Inform SDDC Operations of the desired on-berth date.
 - i. Establish, in conjunction with SDDC Operations and TOs, a schedule for each approved vessel requirements plan. The JTMCA will develop and coordinate the munitions port delivery date. The JTMCA will provide the schedule to SDDC Operations, ports, TOs, and DoD Component NICPs.

- j. Monitor all shipments until lifted aboard the vessel. The JTMCA will advise NICPs, TOs/receivers, and requisitioners of changes to ship planning messages. The JTMCA will prepare a final Report of Shipment (REPSHIP) message (see Figure 204-10) that informs all addressees of munitions loaded onto the ocean vessel.
 - k. Advise NICPs and TOs when economical sealift is unavailable for particular shipment requirements.
 - l. Offer airlift requirements to FACTS. FACTS will obtain APOE clearance (e.g., identifying space for in transit storage for all export air munitions shipments).
2. The DoD Component/NICP will:
- a. Identify export shipment requirements and forward them to the JMTCA for ocean vessel consolidation
 - b. Provide TO(s), commercial carrier(s), and/or seaports of embarkation (SPOEs) with any technical information concerning the transportability requirements of munitions managed by the respective NICP
 - c. Include the JMTCA as an information addressee on all export REPSHIPS
 - d. Advise the JMTCA of a delayed export shipment
 - e. Submit an export shipment request to the JMTCA for shipment planning actions IAW the DTR
 - f. Provide an FMS Notice of Availability (NOA) to the freight forwarder and to the JMTCA
 - g. Provide yearly forecasts of munitions requirements and semi-annual updates to the JMTCA
 - h. Monitor shipments until lifted aboard vessel.

AA. DTR-RELATED CODES ACCESS FOR DOD CONTRACTORS AND VENDORS (NON .MIL AND .GOV ADDRESSES)

The transportation codes are resident in the USTRANSCOM Reference Data Management (TRDM) databases. They are accessible by all users, including DoD contractors and vendors, through the Defense Transportation Electronic Business (DTEB) website at <http://www.transcom.mil/dteb/> by clicking on “Reference Data”.

BB. SHIPMENT OF MATERIAL UNDER THE DOD PRIVACY ACT

Shipment of material identified as containing personal information, also known as personally identifiable information, requires additional control and security commensurate with the nature and type of personal information being shipped. At a minimum, shipments identified as containing personal information must be transported using Signature and Tally Record (675) service or with a Transportation Service Provider (TSP) capable of providing shipment tracking and proof or evidence of receipt. More information concerning 675 service is available at Chapter 205, Paragraph O. DoD Directive (DoDD) 5400.11, DoD Privacy Program, and DoD 5400.11-R, Department of Defense Privacy Program, defines “personal information.” Examples of personal information include information about an individual that identifies, links to, relates to, or is unique to or describes him or her (e.g., a person’s name and Social Security Number, personal cell/home telephone numbers and home/e-mail addresses, date and place of birth, biometrics, marital status, medical information, financial information, or law enforcement data).

DOMESTIC FREIGHT ROUTING REQUEST AND ORDER					
<i>(All items must be completed or otherwise explained. See Instructions on back of this page.)</i>					
TO <i>(Name, Address and ZIP Code of Routing Authority)</i>		1. REQUESTING AGENCY IDENTIFICATION NUMBER		2. DATE OF REQUEST (YYYYMMDD)	
FROM <i>(Name, Address and ZIP Code of Requesting Agency)</i>		3. DATE SHIPMENT AVAILABLE FOR LOADING		4. TRANSPORTATION PRIORITY AND REQUIRED DELIVERY DATE	
		5. F.O.B. CONTRACT TERMS AND EXPIRATION DATE			
6. COMPLETE COMMODITY DESCRIPTION, NSN, AND FREIGHT NOMENCLATURE AS SHOWN IN STANDARD TRANSPORTATION COMMODITY CODE AND/OR NMFC ITEM NUMBER, INCLUDING NUMBER AND KIND OF PACKAGES					
7. EQUIPMENT		NUMBER		SIZE	
a. CARS					
b. TRUCKS					
c. BARGES					
d. CONTAINERS					
8. GROSS WEIGHT					
9. TOTAL NUMBER OF CUBIC FEET					
10. CONSIGNOR <i>(Show actual shipper)</i>					
11. CONSIGNEE(S) <i>(Name and Address)</i>			12. ORIGIN <i>(Show actual shipping point)</i>		
			13. DESTINATION <i>(Show actual point of delivery)</i>		
14. RAIL CARRIER SERVING			c. PRIVATE SIDING		d. IF NO PRIVATE SIDING, INDICATE NEAREST POINT OF DELIVERY
			YES NO		
a. CONSIGNOR					
b. CONSIGNEE					
15. DISABILITY COSTS AVAILABLE <i>(DTR 4500.9-R, Part II, Definitions)</i>					
NO		YES <i>(If "YES," furnish in "Remarks" below.)</i>			
16. REMARKS <i>(Include any other pertinent information which would affect aggregate delivered costs or selection of carrier or mode.)</i>					
17. TYPED NAME AND TITLE OF REQUESTOR			18. OFFICE PHONE AND EXTENSION		19. SIGNATURE
1ST ENDORSEMENT <i>(Valid for 30 days unless otherwise indicated)</i>					
20. TO:			21. DATE OF RESPONSE (YYYYMMDD)		22. ROUTE ORDER NUMBER <i>(Must be shown on each BILL OF LADING)</i>
23. ROUTES AUTHORIZED FOR SHIPMENT(S)					
24. APPLICABLE RATE INFORMATION					
RATE(S) <i>(Cents per 100 lbs.)</i>		MINIMUM WEIGHT <i>(Pounds)</i>		TARIFF OR OTHER AUTHORITY	
a.		b.		c.	
25. REMARKS					
26. NAME, TITLE, EMAIL AND PHONE NUMBER OF ISSUING OFFICER <i>(Please type)</i>					
27. SIGNATURE OF ISSUING OFFICER					

DD FORM 1085, NOV 2007

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Figure 202-1. DD Form 1085, Domestic Freight Routing Request and Order

INSTRUCTIONS	
This form is to be executed and distributed in accordance with instructions in the Defense Transportation Regulation, Part II, when it is necessary to obtain routings for shipments from SDDC routing offices.	
<p>1. REQUESTING AGENCY IDENTIFICATION NUMBER. Enter number(s), letter(s), or any combination thereof as required.</p> <p>2. DATE OF REQUEST. Enter date of request.</p> <p>3. DATE SHIPMENT AVAILABLE FOR LOADING. Enter date shipment available for loading.</p> <p>4. TRANSPORTATION PRIORITY AND REQUIRED DELIVERY DATE. Enter the Transportation Priority (TP) (1, 2, or 3, as applicable) and the Required Delivery Date at destination.</p> <p>5. F.O.B. CONTRACT TERMS AND EXPIRATION DATE. Enter exact location where freight is to be accepted by the consignee. (For example, F.O.B. car or other carriers' equipment; shipside, warehouse, or other place of rest and location.) Enter the contract expiration date, if known.</p> <p>6. For shipments made up of chiefly a single commodity, the National Stock Number (NSN), the military nomenclature (Supply Catalog Description) and the carrier's classification item number intended to be used will be furnished, using Standard Transportation Commodity Code wherever possible for such information.</p> <p>When a numbered item in the rail or motor classification includes sub-descriptions with a different rating for the item to be shipped, additional identifying information will be shown; such as "SU", "KD", "Loose", "FF", "NSTD", "NOTSTD", "WHEELS-ON-OR-OFF", etc., with the total weight applicable to each rating.</p> <p>If a description different from that provided in carriers' classification is intended to be used (For example, when a different description is given.), it will be furnished in full, including reason and reference to source.</p> <p>In the case of shipment(s) consisting of numerous items, each being of considerable weight, the description will be limited to carriers' classification item number only, observing the requirements above with respect to sub-descriptions and grouping of articles taking the same item numbers or sub-description.</p> <p>Items in shipments weighing less than 500 pounds which cannot be grouped by classification item number need not be listed, but reference thereto will be made by using the letters RS or L. (RS or L - and other articles rated the same or lower.)</p> <p>The separate weight of items or groups of articles under a single listing will be shown therewith.</p> <p>Whenever a large volume to be shipped involves both straight and mixed carloads or truckloads, indicate hereunder those commodities which will be shipped in mixed carload or truckload lots and those which will be shipped in straight carloads or truckloads. The modified commodity descriptions prescribed will not be construed as authority to depart from the requirement for properly describing shipments on Bills of Lading.</p>	<p>7. Enter the exact number of carloads, truckloads, barges, or containers required, including the size and type. When the exact number cannot be computed, an estimate based on the heaviest practicable loading of carrier's equipment will be entered.</p> <p>8. GROSS WEIGHT. Enter gross weight of shipment(s). (See Item 16.)</p> <p>9. TOTAL NUMBER OF CUBIC FEET. Enter total number of cubic feet. When actual figures are not available, a reasonable accurate estimate will be furnished and marked "EST". (See Item 16.)</p> <p>10. CONSIGNOR. Enter name of actual shipper.</p> <p>11. CONSIGNEE(S). Enter correct name and mail address of consignee.</p> <p>12. ORIGIN. Enter carriers' name of station from which freight will be forwarded.</p> <p>13. DESTINATION. Enter destination station to which shipments will be billed by carrier. (Also local point of delivery, if known.)</p> <p>14. RAIL CARRIER SERVING. a. Enter initials or name of rail carriers serving consignor's facilities, if known. (See appropriate "Transportation Facilities Guide".) At installations where various buildings are served by different carriers, the building in which the property is stored will be indicated as well as carriers actually serving such buildings.</p> <p>b. Enter initials or name of carriers serving consignee's facilities, if known. At installations where various buildings are served by different carriers, the building to which the property is to be delivered, as well as carrier(s) actually serving such building, will be indicated.</p> <p>c. Indicate if private siding available.</p> <p>d. Indicate location, such as team-track, carrier's initials, and name of town.</p> <p>15. DISABILITY COSTS AVAILABLE. Costs other than transportation linehaul and accessorial charges that are considered as part of aggregate cost of a shipment for purposes of mode and carrier selection.</p> <p>16 - 23. Self-explanatory.</p> <p>24. Articles of unusual weight or size presenting problems of transportability or hazards in transit by any means of transportation necessitate the furnishing of accurate information as to each dimension (length, width, height), and actual or reasonable accurate estimate of weight which will be shown in this space.</p> <p>In general, such information will be furnished for each article in shipment exceeding 8 feet in height or width. If movement is requested via mode of transportation involving a higher cost than by other means of transportation, justification therefore should be included in a statement in this item.</p> <p>When information is available relative to a previous rate quotation, the rate, route, date, number and source will be shown.</p> <p>25-27. Self-explanatory.</p>

DD FORM 1085 (BACK), NOV 2007

Figure 202-1. DD Form 1085, Domestic Freight Routing Request and Order (Cont'd)

ROUTE ORDER AMENDMENT				1. DATE OF REQUEST (YYYYMMDD)	
PART I - REQUEST FOR AMENDMENT					
2. TO: (SDDC routing authority)			3. FROM: (Name, address and ZIP code of requesting agency)		
4. ROUTE ORDER NUMBER	5. IDENTIFICATION NUMBER (Requesting agency)		6. TYPE OF MOVEMENT (X)		
			<input checked="" type="checkbox"/> RAIL	<input checked="" type="checkbox"/> MOTOR	<input checked="" type="checkbox"/> OTHER
7. CONSIGNOR (Show actual shipper)			8. CONSIGNEE (Name and address)		
9. ORIGINAL CARRIER(S)			10. AMENDED CARRIER(S)		
11. ORIGINAL SCHEDULED DEPARTURE DATE (YYYYMMDD)	12. VESSEL INVOLVED (X)		13. AMENDED DEPARTURE DATE (YYYYMMDD)		14. DATE VESSEL COMES ON BERTH (YYYYMMDD)
	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>				
15. COMPLETE COMMODITY DESCRIPTION					
16. REMARKS (Reason for amendment)					
17. REQUESTER					
a. TYPED NAME (Last, First, Middle Initial)		b. TITLE	c. TELEPHONE NUMBER (Include Area Code)	d. SIGNATURE	
PART II - CONFIRMATION OF AMENDMENT					
18. TO: (Requesting agency)			19. FROM: (SDDC routing authority)		
20a. ROUTED BY (Name of SDDC technician)		b. TELEPHONE NUMBER (Include Area Code)	21a. CONFIRMED BY (Name)		b. TELEPHONE NUMBER (Include Area Code)
22. DATE ROUTING COMPLETED (YYYYMMDD)			23. DATE OF CONFIRMATION (YYYYMMDD)		
24. REMARKS (Rate/Route - Tariff/Tender authority)					
25. ISSUING OFFICER					
a. TYPED NAME (Last, First, Middle Initial)		b. TITLE	c. TELEPHONE NUMBER (Include Area Code)	d. SIGNATURE	

DD FORM 2017, SEP 2005

PREVIOUS EDITION IS OBSOLETE.

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Figure 202-2. DD Form 2017, Route Order Amendment

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AT4TVIN028
Date: 01/13/08                SHIP RESPONSE                Page: 1 of 3
*****
*****
Route Order: 7YBCBEIJ3F      Requestor ID: GKFL140130004      Group Number: 1
Requestor Name: MANNINO, JOHN      Phone: 618-256-5321      Fax: 618-256-6208
Route Information:                Available Date: 01/13/08
Origin: 396618240      SCOTT AFB      IL      SPLC miles: 1040
Destn : 777550000      CARLSBAD      NM      Total miles: 1040

Total QNTY: 6540 Pounds      POC: McDonald Zach      Phone: (757)878-8651
*****
***      When more than one carrier can provide the required Service at the      ***
***      same delivered cost, distribute traffic equitably      ***
=====+=====
Equipment: AF1      Commodity: 061700      Request: 065176
=====+=====
1.  CKSB C AND K TRANSPORTATION      Mode: B FS: 2%      Phone1:800-428-5277
    Tender: 000211 00      EFF: 09/30/06      EXP: 09/30/08      Phone2: 909-880-3399
    Route: 9C - 9C      EQP: AE2      Commodity: 999912
    SVC: Cost SVC Cost SVC Cost SVC Cost SVC Cost
    405 12.50

    Linehaul Cost: 625.00      Permit Cost: MISC Cost:
    RINS : 141 - 111, 123, 131, 351      TOTAL Cost: 637.50

Remarks:

-----
2.  CCAB CROSSROAD CARRIERS INTERMODAL      Mode: B FS 2%      Phone1:(800)723-0834
    Tender: 020517 00      REF: 09/18/07      EXP: 09/18/09      Phone2:(800)869-8032
    Route: 9C - 9C      EQP: AF1      Commodity: 061700
    SVC Cost SVC Cost SVC Cost SVC Cost SVC Cost SVC Cost
    405 13.31

    Linehaul Cost: 665.53      Permit Cost: MISC Cost:
    RINS : 141, 111, 123, 131, 351      TOTAL Cost: 678.84

Remarks:
    
```

Figure 202-3. DRO Request Response

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AT4TEIN055
Date: 07/07/08          SHIP RESPONSE - AMENDMENT          1 (AUTOFAX) Page: 1 of 4
*****
*****
Route Order: 1YBAACASUN      Requestor ID: N0016D00596      Group Number: 1
Requestor Name: CARLOS BANT  TP1      Phone: 410 293-9297      Fax: (410)293-3384
Route Information:          Available Date: 07/14/08
Origin: 236830290          US NAV ACAD          MD          SPLC miles: 2717
Destn : 884169290          NCBC PRT HUENEME    CA          Total miles: 2717
Total QNTY: 35000 Pounds    POC: Brow, Thomas    Phone: 201 823-5767
*****
***      When more than one carrier can provide the required Service at the      ***
***      same delivered cost, distribute traffic equitably                          ***
=====+=====
Equipment:  AE2              Commodity: 190190          Request: 776081
=====+=====
1.  HUNA HUNT TRANSPORTATION      Mode: g  FS: D%  Phone: (800) 245-4868
Tender:  000007 00  EFF: 09/23/06  EXP: 09/22/08  Phone: (402) 331-0660
Route:    MD - CA          EQP: AE2          Commodity: 190190
SVC:      Cost      SVC      Cost      SVC      Cost      SVC      Cost      SVC      Cost

Linehaul Cost:      3749.46      Permit Cost:          MISC Cost:

RINS   : 141 - 111, 131, 319, 337, 355

Remarks:  $1.38.PM  @40,000 LBS.
          ADD RIN 17 ($20M) TO ALL CARRIERS ON THIS ORDER

-----
2.  RTTA R.T. TRANSPORTATION, INC.  Mode: Q  PS:08  Phone:(708)361-3353
Tender:  000031  DD  EFF: 10/29/07  EXP: 10/29/09  Phone:(800)869-8032
Route:    SC - SC          EQP: AE2          Commodity: 190290
SVC      Cost      SVC      Cost      SVC      Cost      SVC      Cost      SVC      Cost

Linehaul Cost:      3776.63      Permit Cost:          MISC Cost:

REN5   : 141, 111, 131, 319, 337, 355
Remarks:  $1.39.PM
  
```

Figure 202-4. DRO Amendment Response

DD FORM 1348-1A, JUL 91 (EG) ISSUE RELEASE/RECEIPT DOCUMENT

27. ADDITIONAL DATA	26. RIC (4-6) UI (23-24) QTY (25-29) CON CODE (71) DIST (55-56) UP (74-80)	25. NATIONAL STOCK NO. & ADD (8-22)	24. DOCUMENT NUMBER & SUFFIX (30-44)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	00
				DD QUIN	RI FROM	MI M	LI NS	QUANTITY	SUPPL. E. ADDRESS	S G	E Z D	DIS- TRIB- TION	PRO- JECT	R I	R E D U C E D A V	RI O C P M	UNIT PRICE	DOLLARS	CTS	1. TOTAL PRICE	2. SHIP FROM	3. SHIP TO	4. MARK FOR	5. DOC DATE	6. NMFC	7. FRT RATE	8. TYPE CARGO	9. PS	10. QTY. RECD	11. UP	12. UNIT WEIGHT	13. UNIT CUBE	14. UFC	15. SL	16. FREIGHT CLASSIFICATION NOMENCLATURE	17. ITEM NOMENCLATURE	18. TY CONT	19. NO CONT	20. TOTAL WEIGHT	21. TOTAL CUBE	22. RECEIVED BY	23. DATE RECEIVED																																																													

FormFlow (DLA) PREVIOUS EDITION MAY BE USED

Figure 202-5. DD Form 1348-1A, Issue Release/Receipt Document

CONSIGNEE'S RECEIPT FOR DELIVERY AT STOPOFF/UNLOADING POINT				
1. FROM <i>(Consignee at Stopoff Point)</i>		2. BILL OF LADING NUMBER		
		3. STOPOFF POINT		
4. TO				
5. CAR INITIALS AND NUMBER OR MOTOR CARRIER AND TRUCK NUMBER				
6. DATE RECEIVED <i>(YYYYMMDD)</i>		7. INBOUND SEAL NUMBER(S)		
8. ARTICLES UNLOADED				
a. DESCRIPTION	b. NUMBER OF PACKAGES	c. KIND	d. NO. ON PACKAGE(S)	e. WEIGHT
9. TOTAL WEIGHT UNLOADED <i>(In words and figures) (The weight of bulkheads, dunnage, or similar material will not be shown. Any change in net weight of such material used inbound will be reported to final consignee.)</i>				
10. DATE FORWARDED FROM STOPOFF POINT <i>(YYYYMMDD)</i>		11. OUTBOUND SEAL NUMBER(S)		
12. FORWARDING CARRIER				
13. REMARKS <i>(Indicate if loss or damage is involved)</i>				
14. THE PROPERTY DESCRIBED IN ITEM 8 WAS RECEIVED ON THE DATE INDICATED ABOVE, IN APPARENT GOOD ORDER AND CONDITION EXCEPT AS NOTED IN ITEM 13.		a. SIGNATURE OF CONSIGNEE OR AUTHORIZED AGENT		

DD FORM 1371, SEP 1998 (EG)

PREVIOUS EDITION IS OBSOLETE.

Figure 202-6. DD Form 1371, Consignee's Receipt for Delivery at Stopoff/Unloading Point

CARRIER'S REPORT OF VEHICLE DAMAGE OR BREAKDOWN			
1a. TYPE AND MAKE OF VEHICLE	1b. VEHICLE REGISTRATION NUMBER	2a. B/L NUMBER	
		2b. FREIGHT BILL NUMBER	
3. LOCATION OF ACCIDENT OR VEHICLE BREAKDOWN		4. SPEEDOMETER READING AT TIME OF ACCIDENT OR VEHICLE BREAKDOWN	
5. DATE AND TIME OF ACCIDENT OR VEHICLE BREAKDOWN		6. DATE AND TIME VEHICLE RETURNED TO OPERATION	
7. DESCRIBE DAMAGE(S) AND/OR TROUBLE <i>(If additional space is required, explain under Remarks.)</i>			
8. COST OF REPAIRS		<i>NOTE: Approval of repair costs in excess of those authorized must be obtained from:</i>	
MATERIAL		SHIPPING TRANSPORTATION OFFICE	
LABOR		ADDRESS <i>(Include ZIP Code)</i>	TELEPHONE NUMBER
TOTAL	0.00		
9. REMARKS			
10a. SIGNATURE OF OPERATOR		10b. NAME OF CARRIER	
11a. SIGNATURE OF OPERATOR		11b. NAME OF CARRIER	
12. To the best of my knowledge the above statements are true and correct. Visual inspection indicates repaired or replaced item(s) are new or serviceable.		SIGNATURE OF RECEIVING OFFICER	

DD FORM 651, AUG 69 (EG) PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

USAFPC V1.00

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Figure 202-7. DD Form 651, Carrier's Report of Damage or Breakdown

INSTRUCTIONS

In the event of an accident or mechanical failure which leaves the vehicle in a condition so that it cannot be operated safely to its destination, operator will complete this form.

The operator is authorized to incur necessary repair expenses up to the amount specified in the Bill of Lading instruction or as specified by company policy. Repair costs exceeding those authorized must be approved by the transportation office shown in Item 8 prior to start of repair.

When possible, items of warranty should be repaired by the manufacturer's authorized dealer. Warranty notification is located on the dashboard of each vehicle.

In the event operator is required to leave vehicle at repair facility, he must execute and sign this form and place it in the glove compartment of the vehicle. The last copy (*Copy 4*) may be retained by operator.

ITEMS 1a and 1b - Enter type and make of vehicle, and vehicle registration number as shown on Bill of Lading or other shipping document. Normally, these documents are located in glove compartment or cab of each vehicle.

ITEMS 2a and 2b - Enter Bill of Lading Number and Freight Bill Number as shown on respective documents.

ITEM 3 - Enter highway number, distance to, and name of nearest city and state. If at a service station and/or other establishment, give name and telephone number of service station or establishment.

ITEM 4 - Enter speedometer reading at time of breakdown.

ITEM 5 - Enter exact date and time vehicle became inoperative.

ITEM 6 - Enter exact date and time vehicle is returned to operator for onward movement.

ITEM 7 - Indicate nature of damage(s) and/or describe in detail the technical evaluation of the trouble.

ITEM 8 - List both material and labor costs required to repair deficiencies. Estimated prices are acceptable when exact information is not available. (*NOTE: Parts of items of equipment that do not have credit or exchange value must be turned in at destination and noted on the freight bill of delivery of vehicle.*)

ITEM 9 - List other pertinent details that will clarify or assist in determining circumstances under which the damage or failure occurred. If a summons is issued (*in connection with vehicle damage*) by a duly authorized police officer, describe offense and location, and give police officer's name and badge number.

ITEMS 10a and 10b - Signature of operator and name of carrier sustaining damage or breakdown.

ITEMS 11a and 11b - Signature of operator and name of carrier accomplishing onward movement from repair facility.

DD FORM 651, AUG 69 (EG)

Figure 202-7. DD Form 651, Carrier's Report of Damage or Breakdown (Cont'd)

[\[Print\]](#) [\[Return to Shipment\]](#)

Shipment Information		USPPI	
Filer ID	432035260	Name	DDNV-DISTRIBUTION CENTER
Shipment #	PCN05V50483678XXX	ID Number	432035260 (EIN)
ITN:	X20050622010332	Contact	PAMELA EASTER
Current Date/Time:	Tue Jun 28 16:03:33 2005 EDT	Phone	7574433312
		Cargo Origin	1968 GILBERT STREET NORFOLK, VA 235120001
Departure Date	06/22/05		
Trans. Ref. #	9391077485		
Origin State	VIRGINIA (VA)	Ultimate Consignee	
Country of Dest.	CANADA (CA)	Name	BASE COMMANDER, CFB ESQUIMALT
Export Port	DHL,CINCINNATI,OH (4197)	Contact	
Mode of Transport	Air (40)	Phone	
Carrier SCAC/IATA	DHL WORLDWIDE (DHL)	Address	BLDG 66 COLWOOD VICTORIA BC, BC CA V9C1B0
Conveyance Name	DHL WORLDWIDE		
Routed Transaction?	No		
Related Companies?	No		
Hazardous?	No		
Commodities			
Item	EIC	Schedule B/HTS/Description	Qty Gross Wt. Value Origin License Vehicle
1	FS	8485900080 SCREWS SILIVER PLATED	0 X 1 KG \$ 2403 D S94 No
		DDTC Licence Details License Type: DSP-94 Foreign Military Sales (S94) Export License #: CN-P-KMQ DDTC Registration #: F-4382 DDTC Sig. Military Eq. Indicator: No DDTC USML Category Code: 21 DDTC Quantity: 1 PCS	

Figure 202-8. ACE AES Direct Shipment Record

Table 202-1. Route Order Number – Codes and Structure

<p>POSITION 1 - Issuing Office: 1 – SDDC Operations 7 - Transportation Officer 9 - Headquarters SDDC</p> <p>POSITION 2 - Type of Route Order: Door-to-Door Contract: A - Base Realignment B - Bulk Liquid D - Other Movement J - Development L - Volume Movement O - Exercise P - Redeployment/Retrograde S - Standing Route Order T - Emergency Procedure V – Contractor/Vendor X - Military Impedimenta</p> <p>Negotiated: C - Base Realignment E - Bulk Liquid F - Other Movement G - Foreign Military Sales H - Deployment K - Volume Movement M - Redeployment/Retrograde N - Standing Route Order Q – Contractor/Vendor R - Military Impedimenta 1 – Exercise</p> <p>Non-Negotiated: U - Base Realignment W - Bulk Liquid Y - Other Movement Z - Foreign Military Sales 2 - Deployment 3 - Emergency Procedure 4 - Volume Movement 5 - Redeployment/Retrograde 6 - Standing Route Order 7 - Exercise 8 - Contractor/Vendor 9 - Military Impedimenta</p>	<p>POSITION 3 - Transportation Mode A – Bus B - Truck D - Pipeline E - Rail F - Rail TOFC/COFC G - Rail TOFC/COFC Plan 3 H - Rail TOFC/COFC Plan 4 K - Air Freight L - Air Freight Forwarder M - Air Taxi N - Surface Freight Forwarder O - Water P - Shipper Association Q - Shipper Agent R - Package Express S - Driveaway Service T - Towaway Service U - Driveaway/Towaway Service V - Water-Pipeline Intermodal Movements W - Shipper Agent (Truck/Rail/Truck) X - Shipper Agent (Truck)</p> <p>POSITION 4-9 - Unique Identifier Assigned by GFM Host</p> <p>POSITION 10 - Military Service A - Army B – National Geospatial-Intelligence Agency D - Any Service F - Air Force M - Marine N - Navy P - Coast Guard S - Defense Logistics Agency U - GSA W - Army/Air Force Exchange Service Y – Non-DoD (Except Coast Guard)</p>
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Table 202-2. Timeliness Evaluation Criteria

MOVEMENT EVENT	MANIFEST TRANSMISSION TO IGC
1. Ocean Shipments	
a. Commercial liner and charter service	Within 24 hours of event (Goal of 4 hours)
b. Exercise and wartime unit and sustainment moves on gray-bottom U.S. Naval Ship vessels	Within 24 hours of event (Goal of 4 hours)
2. All intra-theater cargo and passenger movements (all modes)	Within 2 hours of event
3. All air, truck, and rail cargo and passenger inter-theater movements	Within 1 hour of event

Table 202-3. DoD Standard Transit Time Guide – Single & Dual-Driver Shipments

TOTAL TRANSIT DAYS – EXCLUDING SRC I AND II SHIPMENTS				
MILES	SINGLE DRIVER		DUAL DRIVER	
	TL	LTL	TL	LTL/DRUM
< = 500	1	3	1	5
501 – 1000	2	4	2	5
1001 – 1500	3	5	3	6
1501 – 2000	4	6	4	7
2001 – 2500	5	7	5	8
> 2500	6	7	5	9

Table 202-4. DoD Standard Transit Time Guide – Dual Drivers

TOTAL TRANSIT DAYS FOR SRC I AND II SHIPMENTS	
MILES	TL & LTL
< = 700	1
701–1400	2
1401–2100	3
2101–2800	4
> 2800	5

Table 202-5. Table of FMS Charges

Charge	Description	How Priced	Applied by – for Billing	References
Transportation	Cost to the United States of transporting purchaser materiel using the Defense Transportation System (DTS) or a Bill of Lading. (Includes costs for labor, materiel, or services at ports of embarkation or debarkation.)	Included as a percentage of applicable line items as a below-the-line charge on the LOA. See Chapter 5 for a complete list of Delivery Term Codes (DTCs). For blanket order lines – the DTC %. For defined order lines – the DTC % for the first \$10,000 in unit cost and 25% of the DTC % for the portion of the unit cost that exceeds \$10,000. See Table C9.T4a for DTC percentages.	Defense and Accounting Service (DFAS)– Indianapolis	DoD FMR, Volume 15, Chapter 7, paragraph 070503 BPC: DoD FMR, Volume 11A, Chapter 1, Addendum 1
		A Transportation Bill Code (TBC), if used, overrides the DTC for both blanket and defined order line entries. Estimated/actual pricing for transportation may be used if known.		
		Unanticipated services related to detention and demurrage.	When provided as a unique service, this charge may be included as a separate line on the LOA. Actual charges are applied to the applicable line. The case must be modified to reflect the additional costs to the line.	Implementing Agency