APPENDIX O

UNIT MOVE DOCUMENTATION

A. PURPOSE

1. This appendix and Service regulations, directives, and field manuals prescribe the actions required to prepare deploying units for movement. This appendix applies to the cargo belonging to deploying units on Military Sealift Command (MSC)-arranged ships moving through common user ocean terminals or via Air Mobility Command (AMC) airlift or via commercial carrier under SDDC liner and door-to-door contract arrangements.

2. Transportation data for unit cargo movement during contingencies and classified mobilization exercises affords the maximum protection possible within the limitations and constraints of existing systems. Since data processing in the Defense Transportation System (DTS) is unclassified, classified data requires handling and processing separate from other movement data.

3. When available, clearance and advance movement data updates required by this appendix may be accomplished through the Service's automated deployment system.

B. HOST NATION (HN) AGREEMENTS

1. Unit movements in support of an overseas contingency/exercise must comply with standard HN agreements in addition to this regulation. These agreements provide the HN, port of debarkation (POD), and Combatant Commander (CCDR) with information necessary for terminal operations and onward movement of equipment cargo within the theater.

2. In the North Atlantic Treaty Organization (NATO), these agreements are known as Standardization NATO Agreements (STANAGs). Implementing document information and other pertinent details concerning STANAG requirements (http://nso.nato.int/nso/nsdd/listpromulg.html) may be obtained by contacting the Service Headquarters (HQ) as follows:

   a. United States (U.S.) Army

      HQ, Army Materiel Command
      4400 Martin Road,
      Redstone Arsenal, AL 35898

      Commercial: (256) 450-7978

   b. U.S. Air Force

      HQ, U.S. Air Force/A4LX
      1030 Air Force Pentagon
      Washington, DC 20330-1030

      DSN: 227-1947
      Commercial: 703 697-1947
      Facsimile (FAX): DSN: 224-7570; Commercial: 703 614-7570
      Electronic Mail (e-mail): afa4lx.workflow@af.pentagon.smil.mil

c. U.S. Navy

Navy Warfare Development Command
ATTN: Doctrine Department (Code N5)
686 Cushing Road, Simms Hall
Newport, RI 02841-5000

DSN: 948-2627
Commercial: (401) 841-2627

d. U.S. Marine Corps

Marine Corps Combat Development Command
ATTN: MAGTF Integration Division (C 116)
Building 3300, Russell Road, Suite 204
Quantico, VA 22134-5021

DSN: 278-3616
Commercial: (703) 784-3616

C. PROCEDURES

The procedures used for documentation of unit moves are detailed in Paragraphs D through M below.

D. SHIPMENT UNIT CONFIGURATION

1. To limit the quantity of advance data, which is passed when transporting unit move cargo, each shipment unit is documented individually with minimal detailing of the content of unitized cargo.
2. Each consolidated 463L pallet load, unitized load, vehicle (loaded or empty), multiple vehicles combined as an integral unit, or International Organization for Standardization (ISO) container, is unit controlled and the unitized shipment is documented as a single shipment unit rather than as a consolidated shipment. Shipment visibility is the responsibility of the deploying units.
3. Sensitive, classified, and/or Hazardous Materials (HAZMAT) will not be loaded in unit vehicles except when operationally required and authorized by the units' Service (HQ) and the Transportation Component Command (TCC) (Air Mobility Command [AMC] or Military Surface Deployment and Distribution Command [SDDC]).
4. Vehicles must be reduced in length, width, and height for shipping according to directives of each Service.
5. All units must document all items on a pallet, in a container, or nested in a piece of equipment. Complete shipment documentation is the responsibility of the deploying unit and the information must be captured electronically.
6. Register shipments of all sensitive materials, including non-ordnance-related classified, pilferable, hazardous, and high-value cargo into the Defense Transportation Tracking System.
7. Any item of equipment that is proposed to be airlifted aboard U.S. Air Force aircraft which, in its proposed shipping configuration, would be considered a "transportability problem item" must be submitted to the Air Transportability and Test Loading Activity (ATTLA) for approval and certification prior to airlift. In general, a cargo item may be considered problematic due to its physical size, weight, fragility, hazardous characteristics, or lack of adequate means to restrain. Outsized non-palletized cargo must have an ATTLA certification letter if no specific loading instructions for the item are identified within the applicable aircraft TO IC-XXX-9. Items that exceed the following criteria require TO-9 specific loading instructions or a certification letter for airlift:

a. Length: 20 ft. (240 Inches/6.10m) (commonly palletized outsized cargo [e.g., pipes, wood, Helo blades, and light oversized cargo] does not require ATTLA certification)

b. Height or Width: 8 ft. (96 inches/2.44m)

c. Weight: 10,000 lbs. (4,535 kg)

d. Load concentration: 1,600 lbs. per linear foot (727.3 kg)

e. Floor contact pressure: 50 Pounds per square inch (3.53 kg per square centimeter)

f. Axle loads: 5,000 lbs. (2,273 kg) (Vehicle with pneumatic tires)

g. Wheel loads: 2,500 lbs. (1,134 kg) (Vehicle with pneumatic tires)

h. Items that have inadequate ramp clearance for ramp inclines of 15 degrees

i. Freight containers (e.g., ISO container, Internal Slingable Unit [ISU], Quadruple Container [QUADCON], Triple Container [TRICON]) palletized on single 463L pallets that are over 10,000 pounds

j. Any item that requires special equipment or procedures for loading (e.g., nuclear weapons, or items for which special equipment or procedures must be developed to allow the item to be safely loaded and airlifted)

k. Unfamiliar items designed to be loaded directly into the aircraft rail system that are not identified in the applicable aircraft's TO-9

l. Cargo that exceeds weight limits stated in the maximum weight for air transport cited by the certification letter

m. Any type of watercraft, fixed-wing aircraft or rotary-wing aircraft not identified in the applicable aircraft's TO-9

n. Enclosed items (e.g., airtight containers, on-board tanks) not designed with pressure relief devices or items that cannot be configured in a way to allow for aircraft cabin pressure changes)

o. Non-palletized items with questionable structural integrity or items with significant damage to the frame or structural components (e.g., battle-damaged equipment)

p. Items that will be operated in flight if not identified in the applicable aircraft's TO-9.

NOTE: The shipper will provide a copy of the most current certification letter to the organization/function accepting the item for airlift. These personnel must ensure that ATTLA certification letters provided by the shipper are current for all shipments meeting ATTLA air certification requirements. The certification letter will be included in the aircraft cargo package. If a certification letter is not provided, the item will be refused for airlift until all documentation is obtained. Any shoring required by ATTLA is the responsibility of the shipper. For questions concerning current and/or new ATTLA certification letters, please contact ATTLA at the following.

1. E-MAIL: ATTLA@us.af.mil

2. DSN: 785-2330 or Comm (937) 255-2330

NOTE: Aerial ports will not accept items interfacing aircraft rails (e.g., Land, Sea, Air Adapters) without ATTLA Air Certification.

E. MARKING AND LABELING OF SHIPMENT UNITS

1. Equipment cargo is marked IAW Service directives, this regulation, and MIL-STD-129, Department of Defense Standard Practice, Military Marking For Shipment and Storage available at http://www2.dla.mil/J-6/DLMSO/eLibrary/Manuals/milstds.asp. The Transportation Control Number (TCN) and Unit Line Number (ULN) must appear on the MSL (Figure 208-3) for each shipment unit. When the capability exists, the Transportation Tracking Number (TTN) will be included in the 2D bar code symbol structure.

2. An MSL with linear or 2-dimensional bar codes and in-the-clear ULN will be uniformly applied to all unit move equipment/cargo. These bar coded labels allow automatic identification technology to process unit move shipments through the terminals expeditiously. DD Form 1387, Military Shipment Label, (Figure 208-4), will be used only for Department of Defense (DoD) contingency operations where manual entry is the only means available to document DTS shipments. When the capability exists and when completing a DD Form 1387, place the TTN in Box 1 immediately below the TCN. Print "TTN:" in front of the TTN (e.g., TTN: 1234567890ABCDEFG).

   a. One label is required on each shipment unit except for vehicles and consolidated shipments (ISO containers and 463L pallets) which require a label on two adjacent sides of the shipment unit.

      (1) Place one label on the front of the vehicle, either on the left side of the bumper or corresponding location for vehicles without bumpers and place the other label on the left side door or comparable location.

      (2) For containers, one label will be placed on the right door as seen from the outside opening and the other label on the adjacent side or in another location where it can be readily seen from the ground.

   b. Upon arrival at the port of embarkation (POE) or other transshipment point, the port operator will scan the bar-coded labels on the equipment/cargo to automatically update the advance movement data file and establish cargo accountability. If bar coded labels are not available upon deployment, the deploying unit will apply them at the POE.

   c. When completing an MSL or a DD Form 1387 for a classified movement, the POD, consignee and Required Delivery Date fields will be left blank.

3. A DD Form 1387-2, Special Handling/Certification, is required for any shipment moving via military airlift which is classified or requires additional special handling (e.g., Protect from Freezing). Refer to Part II, Chapter 205, Figures 205-3 through 205-9, for the DD Form 1387-2 and guidance on its completion.

4. A Shipper's Declaration for Dangerous Goods, Figure O-3, must be prepared for all HAZMAT moving by air.

5. See DTR, Part II, Chapter 205, for detailed documentation requirements for moving HAZMAT. A DD Form 2890, DoD Multimodal Dangerous Goods Declaration, Figure O-2, will be prepared if:

   a. Moving HAZMAT by government vehicle/rail car.

   b. Moving HAZMAT on a government owned or chartered vessel.

   c. Moving HAZMAT on a commercial vessel when any portion of the onward surface movement to destination at a seaport of debarkation may be by government-owned vehicle.

d. Moving HAZMAT by commercial truck/rail car, if a security escort is to accompany or provide surveillance of the cargo in transit IAW Part II, Chapter 205. The DD Form 2890 will be provided to the security escort who will give it to the carrier upon delivery to commercial carrier terminal or to a replacement security detail for onward movement.

6. In addition to the labels applied to each shipment unit, stencil the TCN when required by Service directives.

F. RFID PROCEDURES

1. For a unit move from the continental United States (CONUS) to outside CONUS (OCONUS), from OCONUS to CONUS, between OCONUS Combatant Commands (COCOM), or within CONUS in support of NORAD and USNORTHCOM operations and exercises, RFID Layer 4 freight container shipments of unit-related cargo and shipments of unit-related major organizational equipment not in an RFID Layer 4 freight container must have active RFID tags attached at the point of origin by all activities (including vendors/contractors) for eligible shipments.

   NOTE: See DTR Definitions for RFID Layers.

2. For data-rich tag requirements, RFID shipment data must be encoded in the active RFID tag and sent to the RF-ITV System server if the data element is identified in the Active RFID Data Requirements in DTR, Part II Appendix K as a mission essential or conditional entry. For license plate tag requirements, the DTR, Part II Appendix K RFID shipment data is not written to the tag, but it is sent to the RF-ITV System server. License plate tags may be used by shippers in lieu of data-rich tags if the license plate tag sufficiently enables the ITV requirement of the shipper and the supported activity.

   a. Consolidated cargo shipments with a human escort or requiring signature service are exempt. Self-deploying aircraft and ships and the organic materiel they carry are exempt from tagging. Ammunition stocks to be consumed while afloat must not be tagged.

   b. For RFID Layer 4 shipments that contain vehicles and other unit equipment, shippers must ensure the container's RFID shipment data is encoded with the respective Commodity Item record information for the containerized items.

   c. For ITV reliability, a unit may elect to attach the RFID tags for containerized vehicles or for containerized equipment to the exterior of the container rather than to the vehicle or equipment. These containerized vehicle/equipment RFID tags do not take the place of the container's RFID tag, which has a lead TCN in the RFID shipment data. If the containerized vehicles/equipment are removed from the container for onward movement to a final destination, their RFID tags must also be detached from the container and be attached to the respective vehicles/equipment.

   d. Write a revised active RFID tag data file for RFID Layer 4 shipments reconfigured in transit to accurately reflect current contents. The revised tag data may be written to the same tag or to a different tag. Generate an active RFID tag write transaction to the RF-ITV server for both license plate and data-rich active RFID tags.

   e. When the capability exists, the TTN generated by shipping applications that support unit movements for each shipment unit will be encoded in the tag data file as User Defined information. The TTN is based on a Transportation Tracking Account Number (TTAN) generated for each ULN created in an OPLAN. The TTN is a conditional element that must be encoded if it exists for the shipment identified with a ULN. The TTN cannot be changed once generated for a specific shipment unit. The TTN associated with the lead TCN for the active RFID tag will also be sent to the RF-ITV System server.

3. Tag ID information and sensor status (as applicable) obtained during tag interrogation is automatically sent to the RF-ITV System server maintained by Automated Movement and Identification Solutions (AMIS).

G. TRANSPORTATION CONTROL NUMBER

1. Each shipment unit (including ocean container shipments) is controlled by a unique TCN as described in Part II, Appendix L. Construct the TCN as outlined in Table O-1. For unit move cargo, a TCN may be reused in accordance with Service procedures for multiple DTS movements of the same piece of serialized-cargo (e.g., a TCN constructed using a specific bumper/registration number) or a standardized-cargo content configuration (e.g., a TCN assigned to a type of engine stand or floodlight/light cart – a consolidated load such as 463L pallet or mixed-content mobility container does not meet the criteria). This is an exception to the requirement that TCNs be unique for each DTS movement. The TTN provides uniqueness to differentiate between multiple DTS movements in support of deployment/redeployment requirements.
2. Construct preposition cargo TCNs in accordance with DTR Part II, Appendix O, Table O-2, TCN Construction for Maritime Prepositioned Force Assets (for Marine Corps only).

H. TRANSPORTATION TRACKING NUMBER

When capability exists, the TTN is a unique shipment identifier generated by the Services unit movement support systems (TC AIMS II, MDSS II, LOGMOD) for each shipment unit TCN. The TTN is based on the TTAN generated for each ULN created in an OPLAN. The TTN is a conditional element that must be encoded for every shipment TCN identified with a ULN. The TTN cannot be changed once generated for a specific shipment unit.

I. TRANSPORTATION DOCUMENTATION CODES

1. Find the codes required for completion of transportation documentation in this Regulation, Part II, Cargo Movement.
   a. Transportation Account Codes (TACs). The following service TACs are used for unit movements during actual emergency deployments:

Service	Code
U.S. Army	See DTR, Part II, Cargo Movement, Appendix V, Attachment V6, for unit deployment/redeployment TAC instructions.
U.S. Air Force	See DTR, Part II, Cargo Movement, Appendix V, Attachment V5, for unit deployment/redeployment TAC assistance guidance or contact the Air Force TAC coordinator for assistance.
U.S. Navy	To be obtained from Fleet CDR or other authority directing the deployment prior to movement.
U.S. Marine Corps	To be assigned at time of deployment.
U.S. Coast Guard (USCG)	To be assigned at time of deployment by USCG.

J. ADVANCE MOVEMENT DATA FORMATS

1. Transportation data for unit moves is compiled and submitted to TCCs using Service automated systems. Shippers will provide National Stock Number (Transportation Control and Movement Document [TCMD] T_6) and Unit Line Number (TCMD T_9) information when mandated by the respective TCMD format conditions. Unit move exceptions for TCMD generation are as follows:

   a. ISO Container, Loaded 463L Pallet, Unitized Load. Each of these containers, loaded or empty, loaded 463L pallet, or a unitized load is a single shipment unit and is not documented as a consolidated shipment. Document identifier (DI T_0/l) data formats and applicable trailer data as prescribed in Part II, Appendix M, are used unless otherwise directed by the responsible Ocean Cargo Clearance Authority (OCCA). HAZMAT may not be loaded and documented as part of these single shipment units unless approved by the TCC and marked IAW Paragraph J.1.c.

   b. Vehicles. Each vehicle (empty or loaded) is a single shipment unit and is documented using data formats with DI TV_ as detailed in Part II, Appendix M. The piece count will always be 0001. For empty vehicles, the actual weight and cube of the vehicles, as shipped, will be given. For loaded vehicles, the weight and cube will reflect the actual loaded vehicle weight and cube as shipped. HAZMAT may not be loaded and documented as part of this single shipment unit unless approved by the TCC and marked IAW Paragraph J.1.d.

   c. HAZMAT. When authorized by the TCC, compatible HAZMAT may be consolidated and documented as part of a container, vehicle, pallet, or unitized load single shipment unit. For shipments containing more than one commodity, the commodity code for the prime DI T_0/1 format will be determined by the commodity with the greatest cube for surface moves and by weight for air moves. The water type cargo code and the special handling code will be determined IAW the appendix for the codes. For multiple commodities, the additional commodity code, water type cargo code, and special handling code information will be entered into DI T_9 trailer formats. DI T_9 trailers will include the information required by Part II, Appendix M, Table M-16. Ammunition and explosive material may require multiple DI T_6 and DI T_7 formats. The unit provides the T_6 record covering the National Stock Number in the format prescribed in Part II, Appendix M, Table M-10, unless the multipak or other exception provision applies.

   d. Protected Shipments. Identify classified and sensitive cargo loaded in unit vehicles, containers, pallets, or unitized loads. Enter the commodity code, water type cargo code, and special handling code in the prime DI T_0/1 format and use T_9 trailers to enter additional information.

K. CLEARANCE, ROUTING, AND ADVANCE DATA SUBMISSION

1. The deploying unit will provide advance data before actual movement to the POE begins for clearance of cargo and equipment. This procedure allows proper routing of the cargo to be determined and provides for coordinated movement of material into the transshipment facilities. Units must be familiar with the movement information necessary to support these routing and clearance procedures. Unit move cargo validated for movement on JOPES assigned air missions does not require ACA clearance – all other unit move cargo air shipments offered for movement from Appendix M designated aerial ports (e.g. channel air) require ACA clearance. The clearance-exempted unit move cargo/shipment TCMDs must still be made available to the manifesting activity for cargo processing.

2. Movement data, including requests for routing, are normally prepared as far in advance as possible and maintained by the shipper (For Army and Air Force, this is generally the Transportation Officer (TO). For the Navy, in the absence of the TO, it is the Senior Supply Officer or designee of the Commanding Officer. For Marine Corps, it is the TO or the unit logistics planner in conjunction with the TO and updated in coordination with the supported unit. For the Coast Guard, it is the unit TO or the Unit Logistics Officer.) This advance preparation allows immediate submission to the clearance authority identified in Part II, Appendix R when a unit move is required.

3. The shipper submits the advance movement data to the clearance authority unless prior arrangements have been made to provide automated movement requirements through a Service system. Automated systems may be established for CONUS units in coordination with SDDC Operations (ATTN: AMSSD-OPS) or, for overseas units, with the theater CDR and supporting surface and air clearance authorities. Route these actions through the supported unit chain of command.

   a. Commercial Transportation. When movement to the POE is by commercial transportation, the shipper obtains a routing by submitting the movement requirements as detailed in Part II, Cargo Movement, Chapter 202, Paragraph C, for the CONUS or theater directives overseas.

   b. Road March. When movement to the POE is by road march (in organic vehicles), the shipper submits advance data/Export Traffic Release Requests (ETRR) and is notified by SDDC or AMC of the POE and required arrival date.

   c. All Methods. After receiving routing information for movement of the equipment/cargo to the POE, the shipper submits advance data in TCMD format, as outlined in Part II, Cargo Movement, Chapter 203, Paragraph B.20, to the surface or airlift clearance authority listed in Part II, Cargo Movement, Appendix R. Preparation and use of a DD Form 1384, Transportation Control and Movement Document, Figure O-1, is not required for clearance, movement by commercial transportation, or terminal processing. The data outlined by this appendix is required and must be submitted in a machine-readable format, but the DD Form 1384 may be used to compile the data.

   d. ETRRs for unit move cargo on commercial liner service vessels.

      (1) The Integrated Booking System (IBS) allows data from the Unit module to be transferred to the Sustainment module. When deploying/redeploying units populate all fields in their Unit Deployment List (UDL), and the data is sent to IBS, SDDC can create the ETRRs electronically in IBS. Units no longer need to complete manual ETRRs to submit requests for movement.

      (2) Units that do not submit UDL cargo information to IBS will still be responsible for completing manual ETRRs and submitting them to SDDC. The location of the booking office will depend on the deploying location of the unit. If the unit is deploying from the CONUS, ETRRs are submitted to the respective COCOM team at SDDC Operations.

      (3) Outside CONUS units are required to submit ETRRs to the SDDC Brigades (BDE) for their Area of Responsibility (AOR). ETRRs for unit move cargo will be submitted to SDDC units via the IBS, FAX or electronically via e-mail. All e-mail traffic must include a copy to the respective COCOM Team in SDDC Operations. ETRR formats can be obtained from the respective AOR booking office.

         (a) The 595th BDE conducts all of the U.S. Central Command seaport operations.

         (b) The 598th BDE is responsible for obtaining ETRRs for units originating or moving within the United States European Command and AFRICOM AOR.

(c) The 599th BDE is responsible for obtaining ETRRs for units originating or moving within the United States Pacific Command AOR; however, the 833rd Transportation Terminal Battalion retains responsibility for coordinating moves to and from Alaska due to the use of Universal Service and Regional Domestic contracts. (Cargo moving to/from Alaska is centrally booked in IBS by the 597th BDE (Joint Base Langley-Eustis, VA); however, coordination, planning, and execution are performed by the 597th BDE (Seattle, WA).

(4) Completed ETRRs will be submitted to the respective Ocean Cargo Clearance Authority (OCCA) for booking. If no rates exist, a onetime only request will be forwarded to SDDC Operations.

L. SURFACE BOOKING AND TERMINAL PROCESSING

1. Advance data provides the basis for planning ocean movement and in its proper format helps with processing unit equipment/cargo through the POE.
2. SDDC Ocean Cargo Booking Offices use the ETRR, which is based on UDL and movement orders/directives information, to offer cargo to a carrier who responds with an Export Traffic Release (ETR) signifying acceptance of the cargo for movement on their respective vessel.
3. The advance movement data (TCMD, ETR, UDL) provided to the clearance authority and movement orders/directives are used by the water terminals to plan vessel pre-stow and terminal operations (marshalling and staging areas, receipt of cargo, and vessel loading). Use the cargo receipt data to update the advance movement data and enable terminals to prepare final vessel stow plans, ocean cargo manifests and cargo traffic messages/STANAGs.

M. AIR TERMINAL PROCESSING

Advance movement data provided to air clearance authorities and movement orders/directives are used by AMC for planning and the receipt/processing of cargo at the terminals. Cargo receipt data is used to update the advance movement data and enable terminals to generate air cargo manifests.

N. HAZMAT SPECIAL PERMIT (SP)

1. Transportation of HAZMAT during unit moves must be in compliance with Service regulations and the regulations discussed in Part II, Chapter 204. The Department of Transportation (DOT) issues certain SPs related to unit moves (http://phmsa.dot.gov/hazmat/regs/sp-a/special-permits/list).
2. The CDR, SDDC, in conjunction with the CDR, MSC, is the authorized representative of the sponsoring Services in obtaining new or modified SPs. In an emergency, the sponsoring Services may make direct contact with the DOT to obtain a SP. SDDC Operations, 1 Soldier Way, Building 1900 West, Scott AFB, IL 62225, is to be promptly notified of each emergency action.
3. Units may obtain specific information on SPs from Part II, Chapter 204, Table 204-1, of this regulation and the following:
   a. U.S. Army – SDDC Operations (see Paragraph N.2).
   b. U.S. Air Force – AFMC 401st SCMS/GUMAA.
   c. U.S. Navy – Refer to NAVSEA SWO-20-AC-SAF-010/020/030, Transportation and Storage Data for Ammunition, Explosives, and Related Hazardous Materials.
   d. U.S. Marine Corps – Refer to NAVSEA SWO-20-AC-SAF-010/020/030, Transportation and Storage Data for Ammunition, Explosives, and Related Hazardous Materials.

O. TRANSPORTATION DISCREPANCIES

Report all losses, damage, and delays IAW DTR Part II, Cargo Movement, Chapter 210.

P. DATA TIMELINESS

The arrival and departure of unit personnel and equipment at all nodes from the origin to the destination will be visible in the Integrated Data Environment (IDE)/Global Transportation Network (GTN) Convergence (IGC) (see Table O-3, Timeliness Evaluation Criteria). This applies to all military and commercial origin, in transit, and receiving activities. Manifesting activities will input data to transportation systems that interface with IGC.

TRANSPORTATION CONTROL AND MOVEMENT DOCUMENT | PAGE NO.

1. DOC ID	2. TRLR CTR	3. CONSIGNOR	4. COMMODITY SPECIAL HANDLING	5. AIR DIM	6. POE	7. POD

8. MODE	9. PACK	10. TRANSPORTATION CONTROL NO.	11. CONSIGNEE	12. PRI	13. RDD	14. PROJ	15. DATE SHPD	16. ETA	17. TR ACCT

18. CARRIER	19. FLIGHT-TRUCK-VOY-DOC NO.	20. REF	21. REMARKS	22. PIECES	23. WEIGHT	24. CUBE

	a. Transship Point	b. Date Rec	c. Bay Whse	d. Date Shpd	e. Mode Carrier	f. Flight-Truck-Voy Doc No.	g. Ref	h. Stow Loc	i. Split	j. Cond	k. Signature-Remarks
25.											
26.											
27.											

28. CONSIGNEE	29. DATE RECEIVED/OFFERED *(Sign)*	30. CONDITION	31. REMARKS

32. DOC ID	33. TRAILER - CON-TAINER	34. CONSIGNOR COMM ABBR OTHER	35. COMMODITY SPECIAL HANDLING	36. VOY NO		37. POD	38. MODE	39. TYPE PACK	40. TRANSPORTATION CONTROL NUMBER	41. CONSIGNEE	42. PRI	43. REMARKS AND/OR					44. ADDITIONAL REMARKS OR		
				Air Dim a.	POE b.							RDD a.	Proj b.	Stow Loc Shpd c.	Stow Loc ETA d.	Tac e.	Pieces a.	Weight b.	Cube c.

DD FORM 1384, OCT 2000 PREVIOUS EDITIONS MAY BE USED.

Figure O-1. DD Form 1384, Transportation Control and Movement Document

DOD MULTIMODAL DANGEROUS GOODS DECLARATION

This form may be used as a dangerous goods declaration as it meets the requirements of SOLAS 74, Chapter VII, regulation 54; MARPOL 79/78, Annex III, Regulation 4.

1. SHIPPER/CONSIGNOR/SENDER	2. TRANSPORT DOCUMENT NUMBER	3. PAGE 1 OF PAGES	4. SHIPPER'S REFERENCE (TCN)

5. FREIGHT FORWARDER'S REFERENCE	6. CONSIGNEE	7. CARRIER *(To be completed by the carrier)*

24-HOUR EMERGENCY ASSISTANCE TELEPHONE NUMBERS:

DOD NON-EXPLOSIVE HAZMAT: **(800) 851-8061/ (804) 279-3131** AT SEA: COLLECT: **(804) 279-3131**	DOD HAZ CLASS 1 (EXPLOSIVES) ONLY: COLLECT: **(703) 695-4695/4696** or DSN: **225-4695/4696** (Watch Officer)	CHEMICAL/BIOLOGICAL WARFARE MATERIAL: **(410) 436-6200** DSN: **584-6200**	DOD SECURE HOLDING: **(800) 826-0794** *(For TSPs/drivers emergency secure holding issues, accidents, delays, and incidents)* OIL/CHEMICAL SPILLS: NRC & TERRORIST HOTLINE: **(800) 424-8802** AT SEA: COLLECT: **(202) 267-2675**	DOD RADIOACTIVE MATERIALS: COLLECT ARMY: **(703) 695-4695/4696** USAF: **(301) 981-5058** DLA: **(800) 851-8061** AT SEA: COLLECT: **(804) 279-3131** USN/MC: Use 24-hour emergency response number provided by activity.

8. THIS SHIPMENT IS WITHIN THE LIMITATIONS PRESCRIBED FOR: *(X as applicable)*

☐ **MILITARY VESSEL** ☐ **COMMERCIAL VESSEL** ☐ **HIGHWAY/RAIL**

9. CONTAINER PACKING CERTIFICATE OR VEHICLE PACKING DECLARATION, DD FORM 2781, IS ATTACHED *(X if applicable)*

10. VOYAGE DOCUMENT NUMBER AND SAILING DATE *(To be completed by the carrier)*	11. PORT/PLACE OF LOADING

12. PORT/PLACE OF DISCHARGE	13. DESTINATION

14. SHIPPING MARKS	DESCRIPTION OF GOODS *(UN No., PSN, HC, SHC, PG, number and kind of package, and additional information as required by regulations)*	NET MASS/QTY *(kg/l)*	GROSS MASS *(kg)*

15. CONTAINER IDENTIFICATION NO./ VEHICLE REGISTRATION NO.	16. SEAL NUMBER(S)	17. CONTAINER/VEHICLE AND TYPE	18. TARE MASS *(kg)*

19. ADDITIONAL HANDLING INFORMATION

20. RECEIVING ORGANIZATION RECEIPT

Received the above number of packages/containers/trailers in apparent good order and condition, unless stated hereon:

a. RECEIVING ORGANIZATION REMARKS

b. HAULER'S NAME	c. VEHICLE REGISTRATION NO.	d. SIGNATURE AND DATE	e. DRIVER'S SIGNATURE

21. SHIPPER PREPARING THIS FORM

SHIPPER'S DECLARATION. I hereby declare that the contents of this consignment are fully and accurately described above by the Proper Shipping Name, and are classified, packaged, marked, and labeled/placarded and are in all respects in proper condition for transport according to applicable international and national government regulations.

a. NAME OF COMPANY/MILITARY UNIT	b. NAME/STATUS OF DECLARANT/CERTIFIER
c. PLACE AND DATE	d. SIGNATURE OF DECLARANT/CERTIFIER

DD FORM 2890, SEP 2015 PREVIOUS EDITION IS OBSOLETE. Adobe Designer 9.0

Figure O-2. DD Form 2890, DoD Multimodal Dangerous Goods Declaration

INSTRUCTIONS FOR COMPLETING DD FORM 2890,
DOD MULTIMODAL DANGEROUS GOODS DECLARATION

Item 1. Shipper/Consignor/Sender. Enter the address and telephone number where the HAZMAT was certified.

Item 2. Transport Document Number (Ocean container shipments only). The vessel manifest number to which the Multimodal Dangerous Goods Declaration will be attached may be entered in this block. The shipper need not enter this number. The accepting operator may enter it at the time it is assigned. Leave blank for breakbulk shipments. Shipper enters container "V" number.

Item 3. Page __ of __ Pages. Enter the page number and total number of pages. Example: Page 1 of 1.

Item 4. Shipper's Content Reference Number (TCN). Enter the 17-character TCN.

Item 5. Freight Forwarder's Reference. Leave blank.

Item 6. Consignee. Enter the six-digit DODAAC and/or the in-the-clear geographical location of the ultimate consignee (if known). For shipments of infectious substances, enter also the full address, name and telephone number of a responsible person for contact in an emergency.

Item 7. Carrier. Enter Vessel Carrier Name. To be completed by the carrier.

24 Hour Assistance Telephone Number(s). Circle applicable emergency number(s).

Item 8. Shipment Within the Limitations Prescribed for Military Vessel/ Commercial Vessel/Highway/Rail. Mark X in the appropriate block.

Item 9. Container Certification/Vehicle Declaration. Declarant must mark X if applicable. U.S. Coast Guard or port officials may require verification of the container certification/vehicle declaration. DD Form 2781 is a detailed checklist which meets USCG/Customs requirements. DD Form 2781 must be signed and attached to DD Form 2890.

Item 10. Voyage Document Number and Sailing Date (To be completed by the carrier). Enter the voyage document number and the date of sail.

Item 11. Port/Place of Loading. Enter the three-digit POE code and/or the in-the-clear geographical location of the port of embarkation.

Item 12. Port/Place of Discharge. Enter the three-digit POD code and/or the in-the-clear geographical location of the port of debarkation.

Item 13. Destination (in the clear). Enter destination address.

Item 14. Shipping Marks.
1. The identification number prescribed for the material as shown in Column (4) of the Section 49 CFR 172.101 table;
2. The proper shipping name prescribed for the material in Column (2) of the Section 172.101 table;
3. The hazard class or division number prescribed for the material, as shown in Column (3) of the Section 172.101 table. The subsidiary hazard class or division number is not required to be entered when a corresponding subsidiary hazard label is not required. Except for combustible liquids, the subsidiary hazard class(es) or subsidiary division number(s) must be entered in parentheses immediately following the primary hazard class or division number. In addition: The words "Class" or "Division" may be included preceding the primary and subsidiary hazard class or division numbers. The hazard class need not be included for the entry "Combustible liquid, N.O.S." For domestic shipments, primary and subsidiary hazard class or division names may be entered following the numerical hazard class or division, or following the basic description.
4. The packing group in Roman numerals, as designated for the hazardous material in Column (5) of the Section 172.101 table. Class 1 (explosives) materials; self-reactive substances; batteries other than those containing lithium, lithium ions, or sodium; Division 5.2 materials; and entries that are not assigned a packing group (e.g., Class 7) are excepted from this requirement. The packing group may be preceded by the letters "PG" (for example, "PGII");
5. Enter additional information from the IMDG, chapter 5.4, as required (i.e. Marine Pollutant, Flashpoint, Toxin Inhalation Hazard, RQ, etc.).
6. Enter the number and kind of packaging.

Item 14. Shipping Marks (Continued).
7. Except for transportation by aircraft, the total quantity of hazardous materials covered by the description must be indicated (by mass or volume, or by activity for Class 7 materials) and must include an indication of the applicable unit of measurement, for example, "200 kg" (440 pounds) or "50L" (13 gallons). The following provisions also apply: For Class 1 materials, the quantity must be the net explosive mass. For an explosive that is an article, such as Cartridges, small arms, the net explosive mass may be expressed in terms of the net mass of either the article or the explosive materials contained in the article.
8. Ammunition transported by Government Vehicle, Unit will enter the total net quantity for non-explosive material in metric measure. U.S. measure may be added in parentheses underneath the metric measure. For ammunition, enter the total number of rounds/articles and NEW in kg. Exception: Net total quantity is not required for bulk packages, empty packages and cylinders of Class 2.
9. Radioactive material. The description for a shipment of a Class 7 (radioactive) material must include the following additional entries as appropriate:
a. The name of each radionuclide in the Class 7 (radioactive) material that is listed in Section 173.435 of this subchapter. For mixtures of radionuclides, the radionuclides required to be shown must be determined in accordance with Section 173.433(g) of this subchapter. Abbreviations, e.g., "99 Mo," are authorized.
b. A description of the physical and chemical form of the material, if the material is not in special form (generic chemical description) is acceptable for chemical form).
c. The activity contained in each package of the shipment in terms of the appropriate SI units (e.g. Becquerels (Bq), Terabecquerels (TBq), etc.). The activity may also be stated in appropriate customary units (Curies (Ci), milliCuries (mCi), microCuries (uCi), etc.) in parentheses following the SI units. Abbreviations are authorized. Except for plutonium-239 and plutonium-241, the weight in grams or kilograms of fissile radionuclides may be inserted instead of activity units. For plutonium-239 and plutonium-241, the weight in grams of fissile radionuclides may be inserted in addition to the activity units.

Item 15. Container ID Number/Vehicle Registration Number. Enter ID number of the container or vehicle registration number. A dash (-) or blank space is acceptable before the check digit.

Item 16. Seal Number(s). Enter seal number installed on container.

Item 17. Container/Vehicle and Type. Enter type and size of container (20 or 40 ft.) or vehicle description (e.g., HUMVEE).

Item 18. Tare Mass (kg). Enter tare weight of the container.

Item 19. Additional Handling Information.
If applicable, provide additional handling instructions.
Enter the Emergency Response Guide (ERG) Number(s) of the HAZMAT and attach the specific ERG page to DD Form 2890.
If applicable, drivers transporting regulated HAZMAT on European highways must be provided Transport Emergency Cards (TREMCARDS) in the host nation language which must be attached to the shipping papers.

Item 20. Receiving Organization Receipt. Leave blank as this will be filled out by the receiving organization. Signing this block states that the shipment is in good order, unless otherwise noted.

Item 21. Shipper Preparing This Form.
a. Name of Company/Military Unit. Enter the name of company.
b. Name/Status of Declarant/Certifier. Enter the name and status of the person signing the form.
c. Place and Date. Enter the place and date the material was certified.
d. Signature of Declarant/Certifier. The person who certifies on behalf of DoD that the shipment complies with the applicable regulatory requirements must sign the form.

DD FORM 2890 (BACK), SEP 2015

Figure O-2. DD Form 2890, DoD Multimodal Dangerous Goods Declaration (Cont'd)

SHIPPER'S DECLARATION FOR DANGEROUS GOODS

Shipper TRAFFIC MANAGEMENT FLIGHT
5236 CHASE ST
WRIGHT PATTERSON AFB, OH 45433-5501

PHONE NUMBER:(793)257-4409 DSN:787-4409

Air Waybill No.
Page 1 of 1 Pages
Shipper's Reference Number (optional) FB230061809001XXX

Consignee FB 5612
435 ABW LRS
RAMSTEIN AB, GERMANY

Person Responsible for Shipment:

Two completed and signed copies of this Declaration must be handed to the operator.

WARNING

Failure to comply in all respects with the applicable Dangerous Goods Regulations may be in breach of the applicable law, subject to legal penalties.

TRANSPORT DETAILS

This shipment is within the limitations prescribed for: *(delete non-applicable)*

PASSENGER AND CARGO AIRCRAFT	CARGO AIRCRAFT ONLY
	XXXX

Airport of Departure
DOV
DOVER AFB, DE

Airport of Destination
RAMSTEIN AB, GERMANY

Shipment Type *(delete non-applicable)*

NON-RADIOACTIVE	RADIOACTIVE
	XXXXX

NATURE AND QUANTITY OF DANGEROUS GOODS

Dangerous Goods Identification				Quantity and Type of Packing	Packing Instructions	Authorization
UN or ID No.	Proper Shipping Name	Class or Division (Subsidiary Risk)	Packing Group			
UN3166	ENGINES, INTERNAL COMBUSTION	9		1 DIESEL GENERATOR	A13.5	

Additional Handling Information DIESEL FUEL, 3, 500 ML
1 EACH BATTERIES, WET FILLED WITH ACID, 8

Emergency Telephone Number 1-800-851-8061/804-279-3131

I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labelled/placarded, and are in all respects in proper condition for transport according to the applicable international and national governmental regulations. I declare that all of the applicable air transport requirements have been met.

Name/Title of Signatory Alex Luccent
Warehuse Supervisor

Place and Date WP AFB, OH 45433 3 Jan 2011

Signature
(see warming above)

Figure O-3. Shipper's Declaration for Dangerous Goods (Sample – Engines)

Table O-1. TCN Construction

TCN Position	TCMD Record Position (rp)	Explanation
1	30	Service code (A-Army, F-Air Force, M-Marine Corps, N-Navy, and Z-Coast Guard).
2-8	31-37	Army activities will enter a Unit Identification Code beginning with TCN position 2 and putting a $ (dollar) special character in position 8. All other Services will enter a ULN beginning with TCN position 2 and filling any unused positions with a $ (dollar) special character. Army activities will generate a T_9 record containing ULN information. (See this Regulation, Part II, Cargo Movement, Appendix M, Table M-13).
9-10	38-39	Service use, except for code "CH" which is reserved to identify small units (10 tons of equipment or less) moving by air. Requires data entry, do not leave blank. Use zeros if no data available.
11-14	40-43	Enter a TCN serial number (shipment number, increment number, etc.) without any duplication for the data set in TCN positions 1-10 (rp 30-39). See Para G.
15	44	Unit cargo TCN indicator. (Enter a zero here).
16-17	45-46	Split/partial shipment or complete shipment unit indicator.

Table O-2. TCN Construction for Maritime Prepositioned Force Assets (for Marine Corps Only)

TCN Position	TCMD Record Position (rp)	Explanation
1	30	Service code M – Marine Corps
2-8	31-37	Enter Navy UIC for Maritime Prepositioned Ship vessel, e.g., N_ _ _ _ _ 1-9
9	38	Enter the last digit of the year the Navy ship is loaded
10-14	39-43	Shipment Number, increment number, or serial number (MDSS II generated)
15	44	Unit cargo TCN indicator. (Enter a zero here)
16-17	45-46	Split/partial shipment or complete shipment indicator.

Table O-3. 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 four hours)
b. Exercise and wartime unit and sustainment moves on gray bottom U.S. Naval Ship vessels	Within 24 hours of event (Goal of four hours)
2. All intra-theater cargo and passenger movements (all modes)	Within two hours of event
3. All air, truck, and rail cargo and passenger inter-theater movements	Within one hour of event

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