

ATTACHMENT V.C.2

DIRECT PROCUREMENT METHOD (DPM) CONTINENTAL UNITED STATES (CONUS) FREIGHT TRANSPORTATION SERVICE PROVIDER (TSP)

A. INTRODUCTION

1. The Defense Personal Property Program (DP3) incorporates Freight Transportation Service Provider (TSP) services in the Direct Procurement Method (DPM) shipment process. These instructions are intended to provide TSPs with guidance on the minimum requirements and processes necessary to perform the freight (line-haul) portion of DPM shipments.
2. This chapter includes freight TSP qualification, freight TSP rate filing, and freight TSP shipment management.

B. QUALIFICATIONS

1. When DPM is used, common carriers of freight provide the line-haul transportation service. The following outlines the approval of line-haul freight TSPs for use in DPM shipments.
2. Freight TSPs may request approval by registering in the Freight Carrier Registration Program (FCRP). The electronic link to the FCRP is located on the Military Surface Deployment and Distribution Command (SDDC) Web site by selecting the SDDC Freight Carrier Registration Program. The freight TSP will receive notification of approval, along with instructions for accessing the Electronic Transportation Acquisition (ETA) program and the Global Freight Management (GFM) application.
3. To transport Department of Defense (DOD) and United States (US) Coast Guard freight, TSPs must comply with the requirements of the FCRP, as well as the requirements and safety and security standards contained in the Defense Transportation Regulation (DTR), Part II, Cargo Movement; the Department of Transportation Title 49, Code of Federal Regulations (DOT 49 CFR); SDDC Military Freight Traffic Unified Rules Publication-1 (MFTURP-1); the US Department of Transportation Federal Motor Carrier Safety Administration (FMCSA), including the Safety and Fitness Electronic Records (SAFER) System; the National Motor Freight Traffic Association, Inc. (NMFTA); and the Third Party Payment System (TPPS).
4. TSPs and individuals may not conduct business with the government if they are on the Excluded Parties List System (EPLS). The list is published by the General Services Administration (GSA) and contains the names of contractors debarred, suspended, proposed for debarment, or declared ineligible by any agency of the Federal Government. The list can be accessed at <https://www.epls.gov> (*) **Non-DOD Website**. Further information can be found in the MFTURP-1.
5. Freight TSPs wishing to register in FCRP will not be approved if they are affiliated with a TSP who is currently in a disqualified status.
6. Prior to approval, freight TSPs must meet all the policies and requirements as provided by the SDDC Freight Carrier Qualifications program. These may be found on the SDDC Web site under SDDC Freight Carrier Registration Instructions.
7. Freight TSPs are reminded that they must maintain updated and accurate information within the FCRP at all times.

C. RATE FILING

1. Freight TSPs will file rates In Accordance With (IAW) the SDDC MFTURP-1 and the publications as noted therein. Freight TSP rates are submitted within the GFM application. The Defense Personal Property System (DPS) will pull tender rate filing data from GFM for TSPs who have active rate tenders on file supporting the movement of Household Goods (HHG) (including DPM, crated HHG, and Unaccompanied Baggage [UB]) as annotated with the DPM, crated HHG, UB, and HHG commodity codes. DPS will conduct a daily pull of the rates for freight TSPs for use in ranking freight TSPs. Freight TSPs wishing to provide line-haul service in the DPM program must file flat rates in GFM.
2. For all shipments containing crated HHG and as annotated in the MFTURP-1, the TSP is liable for the full replacement value of HHG under the Full Replacement Value (FRV) program. For all Freight All Kinds shipments containing crated HHG or personal effects, as well as unique commodity codes 100250 and 100251, described in Appendix B, Section H, MFTURP-1, TSP liability for lost and/or damaged cargo is \$5,000 a shipment, or \$4 times the net weight of the HHG shipment or, the gross weight of the UB shipment, not to exceed \$50,000, whichever is greatest.
3. Freight TSPs must ensure the tender rate filing includes accurate telephone numbers and authorized TSP representative information.

D. SHIPMENT MANAGEMENT

1. Personal Property Shipping Offices (PPSOs), DPM TSPs, and freight TSPs will conduct shipment management functions within DPS. The GFM/DPS interface and interchange of data will allow for seamless shipment management activities.
2. The DPM Schedule 1 (origin and destination) TSPs will conduct all shipment management activities IAW the associated DPM chapters and appendices of the DTR, Part IV. When the DPM method is selected as the mode of shipment, DPS will rank/rate and award the DPM TSP providers IAW the Best Value Score (BVS) methodology. Synchronized with the DPS selection of the DPM Schedule 1 TSP, DPS will also provide the PPSO with a list of authorized freight TSPs for movement of DPM shipments. Freight TSP shipment allocation will be based on approved and qualified TSPs, and DPS will generate a list of authorized and available freight TSPs for shipment award, listing them from lowest cost to highest cost. The PPSO determines the mode of transportation and the origin freight TSP for the movement of DPM shipments. The PPSO will have the ability to enter reason codes for not selecting the low-cost TSP. The reason codes will be similar to the GFM reason codes and thus supports the selection of a best value freight TSP. The reason codes will be tracked in DPS, and the PPSO can utilize the query reporting functions to provide information to the Transportation Office (TO) and/or the Strategic Business Directorate (G9) Carrier Performance Program (CPP) Team. The freight TSP awarded the shipment will appear on the Personal Property Government Bill of Lading (PPGBL) (along with both the DPM outbound and inbound TSPs).
3. The freight TSP will be notified of shipment award via Electronic Mail (e-mail) (which is provided in the GFM rate tender). Additionally, DPS will provide for the addition of multiple phone numbers and e-mail address for the local DPM TSP and warehouse. The Schedule 1 DPM TSP provider is required to enter the Piece/Weight/Cube (P/W/C) into DPS within one business day after pickup. After the P/W/C is entered, the DPM TSP will print and provide the Bill of Lading (BL) to the freight TSP. DPS will send an e-mail to the freight TSP that the shipment is available for pickup from the DPM TSP. Upon shipment pickup by the freight TSP, the DPM TSP will enter the shipment actual pickup date in DPS. When shipments are not picked up by the freight TSP within five business days of notification, the DPM TSP will notify the PPSO of the

freight TSP's failure to pick up the shipment. If the DPM shipment is going to a Port of Embarkation (POE), the DPM TSP will also provide the freight TSP with a completed Transportation Control and Movement Document (TCMD). The TCMD is generated in DPS with an interface to the Air Mobility Command (AMC) the Financial and Air Clearance Transportation System (FACTS), along with a push to the Global Air Transportation Execution System (GATES).

4. Updates to the BL, TCMD, and Two Dimensional Shipping Label (2DMSL) will also be sent to FACTS and GATES. DPS will generate the TCMD by pulling the data from the shipment record. Additional TCMD fields will be entered IAW current TCMD completion instructions. The Transportation Control Number (TCN) will be indicated on the BL. Once the DPM TSP inputs the P/W/C to DPS, DPS will ensure the BL data will feed information to the TCMD, along with the 2DMSL. DPS will generate all the documents required for shipments in the Defense Transportation System (DTS) IAW Personal Property Consignment Instruction Guide (PPCIG) requirements.
5. The freight TSP will move the DPM shipment IAW applicable regulations. The freight TSP will deliver the DPM shipment to the destination DPM TSP or the Continental United States (CONUS) POE. The inbound DPM TSP will arrive the freight shipment in DPS. Upon delivery of the shipment to the inbound DPM TSP or the CONUS POE; the freight TSP may initiate the invoice/payment process in TPPS. TPPS and DPS will record costing/billing/payment data. DPS will have the ability to record this data and create reports based on ad hoc queries.
6. For shipments returning to CONUS, the freight TSP and process is determined by the origin PPSO within DPS.
 - a. Consignment: DPM shipments will be consigned IAW the PPCIG.
7. Documentation for DPM Shipments Entering the Defense Transportation System DTS:
 - a. A TCN will be assigned to each DPM personal property shipment entering the DTS. The TCN will be developed in accordance with this regulation, Part II, Cargo Movement, and annotated on the PPGBL/BL, freight warrant, or other transportation acquisition documents. When a shipment requires more than one transportation acquisition document, the same TCN will be annotated on each document. DPS will use the date of pickup from the member/employee residence as the Julian date in the construction of the TCN.
 - b. The TCMD will be prepared for all DPM personal property shipments entering the DTS.
 - c. DPM personal property shipments are considered cleared if the clearance authority has not challenged it by the hours/day entered in the Advance Transportation Control and Movement Document shipped field.
 - d. The DPM TSP will prepare one copy of the PPGBL/BL or other transportation acquisition document annotated with the TCN, a properly completed TCMD, and any other required documents and place them in a waterproof pouch on the number one container of the shipment. One copy of the inventory and one copy of the packing list will be placed in an envelope inside the number one container, in an easily accessible position. For shipments released from Non-Temporary Storage, the exception sheet will also be included. Specific details on the preparation and usage of TCMDs, TCNs, data elements, prime documents, and trailer cards are contained in this regulation, Part II, Cargo Movement.
 - e. For those shipments entering the DTS at DOD-controlled aerial and water ports, DPS will generate a prepared 2DMSL. The origin DPM TSP will affix the 2DMSL to each shipment piece.

- f. DPS will make the DD Form 1299, the copy of the member/employee's orders, the TCMD, and the PPGBL/BL available to the origin and destination PPSOs for final delivery.

E. CUSTOMER SATISFACTION SURVEY (CSS)

The line-haul portion of service that the freight TSP will provide in the DPM program is not evaluated utilizing CSS. Freight TSPs must ensure quality performance and service in the movement of crated HHG, UB.

F. BEST VALUE SCORE (BVS)

1. Approved freight TSPs will not utilize the DP3 Best Value traffic distribution methodology.
2. IAW the DTR, Part II, Cargo Movement, the Best Value of freight TSPs consists of the selection of contractors/carriers/TSPs to support DTS requirements utilizing a best value approach. This is based on determining factors such as quality of service, past performance, cost/price, claims experience, ability to perform the service within the stated requirements, and carrier commitment of transportation assets to readiness support. PPSOs may utilize these factors in selecting from the low-cost shipment award list provided in DPS. Past performance factors include, but are not limited to, on-time pickup and delivery percentage, lost or damaged cargo percentage, the number of claims, and provider availability. Service factors include, but are not limited to, carrier ability to respond, routing, and the ability to provide in-transit visibility and commitment of transportation assets to readiness support.

G. QUALITY ASSURANCE

1. Quality assurance standards are designed to ensure DOD and US Coast Guard customers get the best available service from CONUS freight TSPs. Freight TSPs must meet and adhere to all standards as set forth in the DTR, Part II, Cargo Movement; the DOT 49 CFR; SDDC MFTURP-1; the US Department of Transportation Federal Motor Carrier Safety Administration (FMCSA), including the Safety and Fitness Electronic Records (SAFER) System; the NMFTA; and the policy and requirements for participating in the TPPS.
2. Freight TSPs moving shipments under the DPM Phase III program are subject to the requirements of the SDDC G9 CPP. The CPP applies to all freight TSPs used to move DOD and US Coast Guard freight. The CPP establishes specific elements of service that are key indicators of carrier performance. It also establishes minimum levels of satisfactory performance and prescribes procedures for the denial of DOD and US Coast Guard traffic to any TSP that fails to provide satisfactory service.
3. PPSOs must enter freight TSP service and performance issues in DPS and retain documentation of the service or performance issues.
4. Freight TSPs used to transport DPM shipments in Phase III who fail to provide satisfactory service will be subject to the requirements of the SDDC G9 CPP program for punitive actions. PPSOs and RSMOs should record quality assurance discrepancies in DPS and forward quality assurance concerns and supporting documentation to the SDDC G9 Quality Assurance Team for action under the CPP.