



Military Surface Deployment and Distribution Command

FY 2025

**Direct Booking Program
Billing Rates & Guide**

Effective 1 October 2024

DIRECT BOOKING PROGRAM BILLING RATES AND GUIDANCE FOR THE TRANSPORTATION WORKING CAPITAL FUND (TWCF)

Direct Booking Billing Rates

EFFECTIVE: 01 Oct 24 through 30 Sep 25 (FY25)

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1. Purpose and Scope

Direct Booking is a program that allows the following designated agencies/customers desiring to ship Continental United States (CONUS) outbound containerized cargo to contact and directly book freight with commercial carriers to selected areas: Defense Commissary Agency (DeCA), Army and Air Force Exchange Service, Navy Exchange Service Command, Military Postal Service Agency, and Defense Logistics Agency. These agencies/customers of the Direct Booking Program are essentially acting as adjunct booking agents to transact actual booking of cargo that enters and flows through the Defense Transportation System (DTS) as other Military Surface Deployment and Distribution Command (SDDC) cargo booked to scheduled commercial liners.

Direct Booking Cost Recovery Rate exists to recover TWCF costs associated with all aspects of maintenance, customer service, billing, and other administrative tasks supporting direct booking capabilities. Table 1 in this guide contains the FY25 TWCF billing rate tables for Direct Booking services provided to the Department of Defense shippers by SDDC. Questions regarding the cost recovery rate can be sent to USTRANSCOM/TCJ8-BT, via e-mail to transcom.scott.tcj8.mbx.rates@mail.mil.

2. Application of Rates and Customer Cost

The designated agencies/customers provide shipping information to commercial carrier web sites which reflect Universal Service Contract rates plus a cost recovery rate. The customer pays the carrier directly through a Third Party Payment System (TPPS).

Direct Booking Customer Costs = Direct Booking Calculated Cost of Freight via Commercial Carrier Web Sites + Cost Recovery Rate

Table 1 reflects the Cost Recovery Rates applicable to the Direct Booking program. Recovery rates are formulated annually by USTRANSCOM J8 and provided to the TPPS vendor by SDDC G8. The TPPS vendor loads the applicable FY rate into their system(s). Monthly billing amounts are computed on behalf of SDDC by the TPPS vendor. The TPPS vendor transmits a monthly file to all Direct Booking customers and SDDC. The monthly file contains the direct booked cost of freight and the amount to be billed to customers by line of accounting. Based upon the monthly sheet provided by the TPPS vendor, SDDC bills Direct Booking customers for the applicable administrative fee amounts. The billed amount for a single shipment is calculated by multiplying the applicable FY Cost Recovery Rate (%) against the cost of freight.

4. Formulation of Rates

The Direct Booking Cost Recovery Rate recovers SDDC and USTRANSCOM budgeted general and administrative costs to include those costs associated with the issuance and subsequent administration of the Universal Services Contracts used to procure liner movement services.

**Table 1:
FY25 Direct Booking Cost Recovery Rates**

<u>Type Rate</u>	<u>Rate %</u>	<u>Description</u>
Direct Booking Cost Recovery	15.4%	Applicable to all customers performing direct booking